

DEFENSE LOGISTICS AGENCY  
HEADQUARTERS  
CAMERON STATION  
ALEXANDRIA, VIRGINIA 22304-6100

CH 8  
DoD 4000.25-1-M-  
CHG-8  
Change 8 to AD-7277355  
DLMSO

CHANGE NO. 8  
DoD 4000.25-1-M

18 MAY 1995

## MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURES

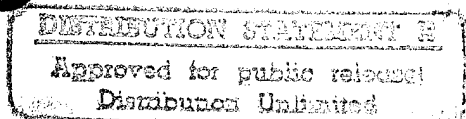
I. Enclosed changes and/or modifications to DoD 4000.25-1-M, Military Standard Requisitioning and Issue Procedures (MILSTRIP), 1 May 1987, which constitute Change No. 8, is published by direction of the Deputy Under Secretary of Defense (Logistics) under the authority of DoD Directive 4140.1, Materiel Management Policy. The provisions of this change were developed by agreement between the Military Departments, National Security Agency, Defense Logistics Agency, and the U.S. Transportation Command in coordination with the DoD MILSTRIP System Administrator. Revised text is identified by **bold print**.

II. This change includes the following:

- A. AMCL 6: Modifies Materiel Returns Program Reporting timeframes.
- B. AMCL 23A: Establishes advice codes to request shipment of newest materiel with no less than 75 percent of shelf life remaining.
- C. AMCL 26: Establishes a single RIC Code for processing customer excess reports to GSA.
- D. AMCL 29: Provides mass cancellation requests procedures to cancel all requisitions dated on or before effective date.
- E. AMCL 32: Changes from optional to mandatory the use of the Controlled Inventory Item Code.
- F. AMCL 41: Allows DAAS to reject requisitions with invalid ship-to and mail-to addresses in the MAPAD.
- G. IC 94-2: Provides procedures for lateral redistribution of retail assets.

III. This change includes revisions to chapter 2 and appendix B15 to provide advice codes to indicate shelf life for medical items. It also lists the activities authorized to approve the use of the new codes for each Service/Agency.

IV. This change also implements ASD(P&L) memorandum of 25 Aug 1992, Subject: Standard Shipment Identification Number which requires that all DoD shipments be assigned a Transportation Control Number (TCN). Accordingly, appendices C13, C17, and



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C36 have been changed to require the entry of the TCN in record position 62-76 as prescribed in MILSTAMP. AMCL 12 has been overtaken by events and will not be implemented. In addition, the procedures in chapter 2 have been changed to require use of MILSTAMP whenever shipment tracing is required.

V. In addition, AMCL 27 has been overtaken by events due to the elimination of the concept of Regional Freight Consolidation Centers by DLA.

VI. Clarifies the use of the DI AC7, to be used only for universal cancellation requests.

VII. In support of the Corporate Information Management initiative, the following AMCLs were not implemented in the legacy systems as originally scheduled: AMCL 13 (Date of Pack for Subsistence Items), AMCL 22 (Cooperative Logistics Supply Support Arrangements), AMCL 34 (Procedures for Directing Materiel to DRMO), AMCL 39 (Verification of Excessive Quantity Requisitions), AMCL 40 (Notification of Customer Nonresponse to MOV Request), AMCL 138 (Revision of TCN Field), AMCL 154 (FMS Requisitioning Procedures).

VIII. Appendix B14 has been revised to include procedures for determining the Urgency of Need Designator (UND) for a requisitioner's requirement. The revised appendix also includes a table for relating the requisitioner's Force Activity Designator (FAD) to the UND for ease in determining the appropriate priority designator (PD) to use on a requisition.

IX. Remove old pages listed below and insert new/revised pages as follows:

Remove Old

v thru xviii  
xxvii thru xxx  
1-1 thru 1-17  
2-1 thru 2-22  
3-1 thru 3-45  
4-1 thru 4-13  
5-1 thru 5-13  
6-1 thru 6-27  
8-1 thru 8-15  
9-1 thru 9-13  
B1-1 thru B1-12  
B8-1 thru B8-5  
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B14-1 thru B14-5  
B15-1 thru B15-8  
B16-1 thru B16-22  
B20-1 thru B20-15  
C7-1 thru C7-2

Insert New

i thru xviii  
xxvii thru xxx  
1-1 thru 1-12  
2-1 thru 2-14  
3-1 thru 3-31  
4-1 thru 4-9  
5-1 thru 5-11  
6-1 thru 6-21  
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C7-1 thru C7-2

**Remove Old**

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C11-1 thru C11-2  
C13-1 thru C13-4  
C17-1 thru C17-5  
C21-1 thru C21-2  
C30-1 thru C30-3  
C36-1 thru C36-3  
C45-1 thru C45-6  
C45A-1 thru C45A-5

**Insert New**

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C11-1 thru C11-2  
C13-1 thru C13-3  
C17-1 thru C17-3  
C21-1 thru C21-2  
C30-1 thru C30-2  
C36-1 thru C36-2  
C45-1 thru C45-4  
C45A-1 thru C45A-4

VII. This formal change contains AMCLs and interim changes with effective dates ranging from 1 May 93 to 1 Nov 94. File this change sheet in front of the publication, after making the changes, for reference purposes.

BY ORDER OF THE DIRECTOR



RAUL A. MARTINEZ  
DASC Administrator

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<sup>1</sup> Effective 1 Nov 91, the DD Form 1348-1A, Issue Release/Receipt Document, became the primary document to issue, release, and receive materiel; however, you may continue to use the DD Form 1348-1, DoD Single Line Item Release/Receipt Document, until all stocks are exhausted, but not beyond November 1996.

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- (a) ~~DoDD 4000.25, "Administration of Defense Logistics Standard Systems," November 18, 1983 Canceled and replaced by DoDD 4140.1 "Materiel Management Policy," Jan 5, 1993~~
- (b) Foreign Military Sales Act of 1968
- (c) DoD 4000.25-8-M, "Military Assistance Program Address Directory," March 1993, authorized by DoDD 4140.1, January 5, 1993
- (d) AR 55-355/NAVSUPINST 4600.70/AFR 75-2/MCO P4600.14B/DLAR 4500.3, "Defense Traffic Management Regulation," July 31, 1986
- (e) ~~DoDD 4410.6, "Uniform Materiel Movement and Issue Priority System," October 30, 1980 (Canceled) and replaced by DoD 4140.1-R January 25, 1993 .~~
- (f) Federal Property Management Regulation 101-26.2, "FEDSTRIP Operating Guide," July 1, 1984
- (g) Joint Chiefs of Staff Joint Army, Navy and Air Force Allied Publication 128, "Automatic Digital Network Operating Procedures," July 30, 1993
- (h) DoD 4000.25-1-S1, "Routing Identifier and Distribution Codes," August 1994, authorized by DoDD 4140.1, January 5, 1993
- (i) DoD 4000.25-1-S2, "Defense Program for Redistribution of Assets," August 1, 1987, authorized by DoDD 4140.1, January 5, 1993
- (j) DoDI 3110.5, "Materiel Condition Reporting for Mission-Essential Systems and Equipment," September 14, 1990
- (k) DoD 4160.21-M, "Defense Reutilization and Marketing Manual," March 1990, authorized by DoDD 4140.1, January 5, 1993
- (l) Federal Property Management Regulation Subchapter 4, Part 101-43, "Utilization of Personal Property," July 1, 1994
- (m) ~~DoDD 4100.37, "Retention and Transfer of Materiel Assets," May 24, 1988 Canceled and replaced by DoD 4140.1-R, January 25, 1993~~
- (n) ~~DoDI 4140.35, "Physical Inventory Control for DoD Wholesale Supply System Materiel," May 16, 1984 Canceled and replaced by DoD 4140.1-R, January 25, 1993~~
- (o) DoDD 5100.76, "Physical Security Review Board," February 10, 1981
- (p) DoD 4500.32-R, "Military Standard Transportation and Movement Procedures, Volume I," March 15, 1987, authorized by DoDD 4140.1, January 5, 1993
- (q) DoD 4000.25-10-M, "Defense Automatic Addressing System," April 5, 1985, authorized by DoDD 4140.1, January 5, 1993

- (r) DoD 4000.25-6-M, "DoD Activity Address Directory," April 1994, authorized by DoDD 4140.1, January 5, 1993
- (s) DoD 4000.25-7-M, "Military Standard Billing System," January 30, 1985, authorized by DoDD 4140.1, January 5, 1993
- (t) DoD 5105.38-M, "Security Assistance Management Manual," October 1988, authorized by DoDD 5105.38, August 10, 1978
- (u) DoD Federal Acquisition Regulation Supplement, December 31, 1991, issued under statutory authorities of the Secretary of Defense
- (v) DLAR 4140.55/AR 735-11-2/SECNAVINST 4355.18/AFR 400-54, "Reporting of Item and Packaging Discrepancies," December 6, 1991
- (w) Military Standard 129, "Military Standard Marking for Shipment and Storage," June 15, 1993
- (x) ~~DoDI 7510.4, "Uniform Policy for Charging Accessorial and/or Administrative Costs Incident to Issues, Sales, and Transfers of Materials, Supplies and Equipment," latest revision~~ Canceled and replaced by DoDD 7220.9-M "DoD Accounting Manual" February 1, 1988, authorized by DoDI 7220.9, "DoD Accounting Policy," October 2, 1991
- (y) DLAR 4160.60/AR 12-12/SECNAVINST 4355.17A/AFR 67-7, "Processing Discrepancy Reports Against Foreign Military Sales Shipments," December 1991
- (z) DoD 7220.9-M, "DoD Accounting Manual," October 1983, authorized by DoDI 7220.9, "DoD Accounting Policy," October 22, 1981
- (aa) DoD 7420.13-R, "Stock Fund Operations," June 1, 1986
- (bb) DoDI 7420.12, "Billing, Collection and Accounting for Sales of Materiel from Supply System Stock," March 10, 1977
- (cc) DoD 4000.25-2-M, "Military Standard Transaction Reporting and Accounting Procedures," May 1, 1987, authorized by DoDD 4140.1, January 5, 1993
- (dd) Federal Property Management Regulation Section 101-26.311, "Frustrated Shipments," July 1, 1994
- (ee) Federal Property Management Regulation Section 101-27.505, "Notice to Activity," July 1, 1994
- (ff) Technical Publication, "Supply Management of Nuclear Weapons Materiel," DOE-DNA TP 100-1, Navy SWOP 100-1, Army TM 39-100-1, Air Force TO 11N-100-1 January 18, 1979
- (gg) ~~DoDI 4140.37, "Asset Knowledge and Control of Secondary Items," August 7, 1989~~ Canceled March 1, 1990; no longer referenced in this manual.
- (hh) DoD 4000.25-7-S1, "Fund Code Supplement to MILSBILLS," 25 February 1994, authorized by DoDD 4140.1, January 5, 1993
- (ii) DoDD 5410.12, "Economic Adjustment Assistance to Defense-Impacted Communities," December 22, 1987

- (jj) DLAM 4215.1/AR 700-43/NAVSUP PUB 5009/AFM 78-9, "Management of Defense-Owned Industrial Plant Equipment (IPE)," November 19, 1973
- (kk) DoD 4140.27-M, "Shelf-Life Item Management Manual," August 24, 1990, **authorized by DoDD 4140.1, January 5, 1993**
- (ll) Foreign Assistance Act of 1961
- (mm) Public Law 95-384
- (nn) Public Law 91-652
- (oo) Public Law 96-92, October 29, 1979
- (pp) DoD 4100.39-M, "Defense Logistics Information System (FLIS) Procedures Manual " October 1994
- (qq) DoD 4160.21-M-1, "Defense Demilitarization Manual," **October 3, 1991**
- (rr) ~~DoDI 4140.48, "Control of Access to DoD Materiel Inventories Required by Defense Contracts," March 6, 1986~~ **Canceled by DoDD 4140.1 and replaced by DoDI 4140.1-R January 25, 1993.**
- (ss) Military Standard 1189B, "Standard Department of Defense Bar Code Symbolology," **August 10, 1989**

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## CHAPTER 1

### GENERAL INFORMATION

#### A. AUTHORITY

Publication and use of this manual is prescribed by DoDD 4140.1, (reference (a)).

#### B. PURPOSE

1. This manual prescribes uniform procedures, data elements and codes, formats, forms, and time standards for the interchange of logistics information relating to requisitioning, supply advice, supply status, materiel issue/receipt, and materiel return processes. The procedures govern the interchange of information for all materiel commodities (unless specifically exempted by the **Deputy Under Secretary of Defense (Logistics) (DUSD(L))** between supported activities and supply control/distribution systems of the Department of Defense (DoD) and other participating Services/Agencies (S/As). Consideration of the requirements of other functional areas (exclusive of the specific codes and procedures for accomplishment) related to requisition and issue processing are included to provide procedural clarity and/or to depict procedural interface with other standard DoD systems. The specific codes and procedures for accomplishment within these related functional areas (such as; priority designation, stock control, box marking, shipment planning, shipment documentation, communications processing, and contractor shipments) are prescribed in the applicable regulatory documents of the standard system.

2. The General Services Administration (GSA) publishes Federal Requisitioning and Issue Procedures (FEDSTRIP) under the FEDSTRIP Operating Guide (FOG) (reference (f)) for use by Civil Agencies requisitioning from the GSA. The FOG contains the same policies, procedures, types of codes, forms, and formats as prescribed under MILSTRIP. In this respect, FEDSTRIP can be defined as an implementation of MILSTRIP for use by Civil Agencies. Civil Agencies authorized by supply support arrangement (SSA) to requisition from Military sources should conform with the provisions of reference (f).

#### C. APPLICABILITY AND SCOPE

1. This manual is applicable to the Army, Navy, Air Force, Marine Corps, Coast Guard, Defense Logistics Agency, Defense Communications Agency, Defense Nuclear Agency, Defense Security Assistance Agency, National Security Agency, and other activities/Agencies which have agreed to participate in the system.

2. These procedures are mandatory for use by:

a. All S/A requisitioners authorized to request supply support from any S/A distribution system and from the GSA.

b. All contractors authorized under S/A contracts to requisition Government furnished materiel (GFM) from the S/A.

c. The S/A supply sources furnishing supply support to authorized requisitioners, including foreign country requisitioners participating in Foreign Military Sales (FMS), cooperative logistics supply support arrangement (CLSSA), and Military Assistance Program (MAP) Grant Aid.

## D. EXCLUSIONS

These procedures are not applicable to the following:

- a. Bulk petroleum.
- b. Interdepartmental and intradepartmental purchasing operations.
- c. Forms and publications. (However, requirements for these items placed on GSA and Navy will be submitted in the prescribed MILSTRIP requisition format.)
- d. Communications security (COMSEC) equipment, COMSEC aids (keying materiel), and all items including classified Components, individual elements, and repair parts, which are classified and designated crypto, or which are normally handled through crypto channels.
- e. Coal and coke.

## E. POLICY

1. The procedures contained in this manual will be uniformly implemented for both inter-S/A and intra-S/A use by all affected activities. Priority will be given to the development and implementation of inter-S/A procedures prior to separate development and implementation of intra-S/A procedures. Separate intra-S/A systems/procedures will not be developed or used unless a waiver is approved. Requests for deviations or waivers will be considered when it can be demonstrated that MILSTRIP cannot provide a workable method or procedure. Deviations or waivers should not be requested solely to accommodate existing internal procedures or organizational environment.

2. Recommended changes to MILSTRIP will be forwarded to the DoD MILSTRIP System Administrator for review and coordination with S/As. Approved changes will be consolidated and scheduled for implementation twice a year to avoid continuous disruption of systems at operating levels with the exception of urgent changes which will be implemented on a priority basis. Implementation dates for approved changes will be coordinated with S/As or as directed by DUSD(L).

## F. RESPONSIBILITIES

### 1. The DUSD(L)

- a. Will resolve issues concerning resources, policy, and requests for deviation or exemption from MILSTRIP which are submitted by the DoD MILSTRIP System Administrator.
- b. Will direct system changes when necessary to implement DoD policy and will direct the implementation of urgent changes on a priority basis.
- c. Will resolve and take necessary action with S/A Heads on matters escalated by the DoD MILSTRIP System Administrator.

2. The DoD MILSTRIP System Administrator is responsible for administering the MILSTRIP system under the policy guidance of the DUSD(L). The DoD MILSTRIP System Administrator shall:

- a. Perform analysis and design functions in coordination with S/As to implement guidance and instructions provided by the DUSD(L) and assure the involvement of telecommunications planning in an integrated system design.

b. Recommend system improvements and additional policies, as required, during the development of procedures.

c. Develop, publish, and maintain this manual in a current status. This includes responsibility for:

(1) Staffing Proposed Changes:

(a) All proposed change requests will be evaluated prior to formal staffing with the S/As. The evaluation of the proposed change will include, but not be limited to, the accuracy, validity, necessity, and urgency of the change. Requests which do not demonstrate significant inter-Service benefit will be returned to the originating S/A. Requests which do demonstrate significant benefits will be formalized as PMCLs and forwarded to **DUSD(L)**, the participating S/As, and the DoD System Administrators of other DoD systems impacted by the proposed change. PMCLs will include the information provided in paragraph F.3.a.(4).

(b) PMCLs will be consecutively numbered and will normally request the S/A to provide a response within 60 days. Nonreceipt of responses within the specified timeframes will result in the DoD MILSTRIP System Administrator initiating correspondence followup action with the nonresponding S/A. The first followup will be via DoD MILSTRIP System Administrator letter and will occur 7 days after elapse of the specified response time. The second followup, if applicable, will be accomplished via either a second DoD MILSTRIP System Administrator followup letter or a meeting between the nonresponding S/A and the DoD MILSTRIP System Administrator. The second followup will occur 30 days after the elapse of the specified response time. The S/As failing to respond within 45 days of the specified response time will be reported to **DUSD(L)** by the DoD MILSTRIP System Administrator.

(2) Receiving and Evaluating Service/Agency Responses:

(a) Issues which involve procedural matters will be resolved by the DoD MILSTRIP System Administrator, normally within 90 days after the receipt of all comments from the participating S/As.

(b) Matters affecting policy, together with the S/A comments and a recommendation of the DoD MILSTRIP System Administrator, will be referred to the **DUSD(L)** for resolution.

(3) Establishing Implementation Dates:

(a) Following resolution of the S/A comments on PMCLs, the DoD MILSTRIP System Administrator will prepare and disseminate to the S/A MILSTRIP Focal Points a letter requesting S/A preferred cyclic (1 May or 1 November) implementation dates<sup>1</sup>. Such RFIDs will normally request that S/A implementation dates be provided within 60 days.

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<sup>1</sup>The cyclic implementation dates of 1 May and 1 November were selected, at S/A request, to minimize systems program turbulence during the end-of-fiscal quarter/year reporting cycles.

(b) When one S/A proposes an extended implementation date which would delay implementation by the other S/As by 12 months, the DoD MILSTRIP System Administrator will attempt to resolve the issue with the appropriate S/A. When a satisfactory implementation date cannot be jointly agreed upon, the DoD MILSTRIP System Administrator will refer the matter to DUSD(L) for resolution.

(4) Announcing Implementation Dates:

(a) Following receipt and evaluation of the S/A preferred cyclic implementation dates, a DoD cyclic implementation date will be selected and announced by the DoD MILSTRIP System Administrator through dissemination of an AMCL. AMCLs will be consecutively numbered and, where practical, distributed to the S/As at least 9 months prior to the approved implementation date. AMCLs will contain a cross reference to all other AMCLs which have the same implementation date and will be distributed by the DoD MILSTRIP System Administrator using S/A distribution lists.

(b) AMCLs are provided as planning documents to assist the S/As in any systems program/design efforts which may be necessary to implement changes. To prevent degradation of the MILSTRIP manual, AMCLs should be maintained separately from the manual.

(5) Preparation and Dissemination of Interim/Formal Changes to the MILSTRIP

Manual:

(a) Formal changes will be published twice a year to coincide with the cyclic implementation dates of 1 May and 1 November and will incorporate only those AMCLs which have the same cyclic implementation date and interim changes which have been published since the last formal change.

(b) Interim changes will be published as required to meet system requirements. All interim changes will be included in subsequently published formal MILSTRIP changes.

d. Disseminate to S/As and the DUSD(L) a quarterly status review of all change proposals which have not yet been approved for publication, or, that if approved, have not been implemented.

e. Assure compatibility of MILSTRIP with other DoD Systems. Coordination will be effected, when appropriate, with System Administrators of other DoD logistics data systems, and with related DoD logistics task groups. Compatibility with these systems and groups will be attained, when appropriate, prior to coordination with the S/As.

f. Assure uniform implementation consistent with DoD policies and procedures by taking action to:

(1) Review all implementing instructions issued by S/As to ensure continuing conformance of revisions to the approved system.

(2) Review and coordinate with S/As all requests for system deviations and exemptions and make appropriate recommendations to the DUSD(L) based on factfinding studies and/or analysis of accompanying justification.

(3) Conduct periodic evaluations to determine effectiveness of the system.



(4) Conduct staff assistance visits to S/A activities to gain an overview of field operations, to gather data to improve procedures, and to furnish clarification and uniform interpretation of the requirements of the system. At the beginning of each calendar year, the DoD MILSTRIP System Administrator will develop and submit a staff assistance program for the coming fiscal year, coordinated with the S/As concerned, to the DUSD(L). The program will reflect a tentative schedule of activities to be visited and general areas of concentration.

(5) Report to the DUSD(L) findings and recommendations of the staff assistance visits. S/A comments, if appropriate, will be attached to the report.

g. Establish a focal point committee composed of representatives from the S/As. This committee will participate in the development, implementation, and maintenance of the system. The DoD MILSTRIP System Administrator will convene focal point committee meetings at least quarterly and will issue minutes of these meetings. Whenever possible, the meetings and agenda items will be announced 30 days prior to the scheduled meeting. The minutes of these meetings will fully document the proceedings and a copy will be provided to each S/A by the DoD MILSTRIP System Administrator.

h. Review and evaluate curriculum of Defense training schools which offer courses related to the MILSTRIP system and make recommendations for improvement.

i. Assist in resolving problems, violations, and deviations which arise during system operations and are reported to the DoD System Administrator. Unresolved problems and/or continued violations will be referred to the DUSD(L) for resolution and/or corrective action.

### 3. Heads of Participating Services/Agencies will:

a. Designate an office of primary responsibility for MILSTRIP to serve as the system focal point and identify by name, to the DoD MILSTRIP System Administrator, primary and alternate focal point representatives for the MILSTRIP system to:

(1) Serve on the focal point committee. The decisions reached at the focal point committee meetings should represent the S/A positions unless otherwise agreed upon by the attendees.

(2) Assure continuous liaison with the DoD MILSTRIP System Administrator and other S/As.

(3) Evaluate all suggested MILSTRIP changes and MILSTRIP related beneficial suggestions originating in that S/A. Beneficial suggestions will be evaluated initially by the focal point representative. If suggestions are received by the DoD MILSTRIP System Administrator directly for evaluation, they will be forwarded to the appropriate S/A focal point for review and evaluation. If the suggestion is considered worthy of adoption, the focal point will submit an official change proposal to the DoD MILSTRIP System Administrator. Beneficial suggestion awards are determined by the focal points using existing procedures.

(4) Develop and submit recommended change proposals to the DoD MILSTRIP System Administrator for processing in accordance with these procedures. The recommended change proposals will provide the following minimum information:

(a) A narrative description of the basic concept being proposed and reasons therefor.

(b) Known interface and impact requirements identifying changes for coordination with other DLSS or non-DLSS systems.

(c) Operational statement identifying known advantages/disadvantages resulting from the proposed revision.

(d) Proposed wording required for the MILSTRIP manual.

(5) Develop and submit to the DoD MILSTRIP System Administrator a single, coordinated S/A position on all proposed system changes. The S/A responses to proposed system changes will be provided to the DoD System Administrator within the timeframes specified (normally 60 days).

(6) Develop and submit to the DoD MILSTRIP System Administrator a single, coordinated S/A cyclic (1 May or 1 November) implementation date on all approved system changes. The S/A responses will be provided to the DoD MILSTRIP System Administrator within the timeframe specified (normally 60 days).

b. Implement these procedures and approved changes by publishing orders, directives, or instructions to ensure clarity of understanding and compliance. One copy of such orders, directives, or instructions will be submitted to the DoD MILSTRIP System Administrator.

c. Provide the DoD System Administrator a semiannual status report on the implementation of approved MILSTRIP changes. Report information as of 1 May and 1 November of each year for approved changes until fully implemented. The final report for an approved change will be submitted with the next semiannual cycle after implementation; for example, implemented in November--final report due in November. In the final report, provide the implementing publication and change number/system identification/subsystem identification, as applicable. Attach a copy of the publication change when DLMSO is not on automatic distribution for the publication. See appendix A25 for format of the report. The report will be furnished to DLMSO no later than 30 May and 30 November of each year.

d. Accomplish internal training to assure timely and effective implementation and continued operation of approved systems and furnish copies of all training instructions concerning respective systems and subsequent revisions to the DoD MILSTRIP System Administrator.

e. Review, evaluate, and update, at least annually, the curricula of internal training programs to ensure adequacy of training.

f. Provide representation to joint system design and development efforts and onsite evaluations of MILSTRIP along with the DoD MILSTRIP System Administrator.

g. Review internal procedures continually with the objective of eliminating and preventing duplication of functions covered by MILSTRIP.

h. Provide the DoD MILSTRIP System Administrator with annual blanket printing fund authorizations and bulk distribution lists to cover all printed changes to this manual.

i. Assure that all operating activities under their jurisdiction comply with this manual.

j. Report to the DoD MILSTRIP System Administrator those problems, violations, and deviations which arise during system operations.

## G. COMMUNICATION

1. **General.** MILSTRIP is designed to permit transmission and receipt of requisitions and related documents by electrical communications, mail, telephone, and courier. To assure responsive and expeditious processing, the media of communication used will be consistent with and subject to the limitations for use of M&S codes cited in appendix B4. The media to be used and the normal order of preference for use of each medium is as follows:

a. Data pattern messages (computer-readable fixed length formats) will be electrically transmitted for all documents with PD 01-15. This is the fastest, most desirable, and reliable method and provides for receipt in computer-readable formats suitable for machine processing.

b. Formatted teletype messages will be electrically transmitted by Mode V teletype terminals via the DAAS. This method allows the sender to transmit MILSTRIP formatted documents by teletype, which, when received by the ultimate addressee, will be in data pattern message (computer-readable) suitable for machine processing. The formatted teletype message can be utilized for all PDs. Formatted messages (see appendix A15) may be used for submitting documents to DAAS for mechanical processing.

c. Narrative messages electrically transmitted will normally be used for PD 01-08 documents only. They may be used for PD 09-15 documents when priority mail or other means will not suffice. (See Appendix A, Introduction, for specific rules in the preparation and content of MILSTRIP narrative messages.) Narrative messages are a less desirable method due to inherent delay and potential for error in transcribing into computer-readable, machine sensible format for processing. Narrative messages should be used on an exception basis only. Narrative messages will not be transmitted through DAAS.

d. Mail or courier will be used for PD 09-15 documents when electrical transmission facilities capable of transmitting data pattern or formatted messages are not available. The container/envelope will be conspicuously marked "MILSTRIP." Mechanically prepared and interpreted documents should be used to the maximum extent practicable. Mailed documents will be in computer readable fixed length format and interpreted whenever interpreting facilities are available.

e. Telephone <sup>2</sup> for PD 01-03 transactions when any of the following conditions exist:

(1) Data pattern and narrative message facilities are not available.

(2) Pilot pickup is planned within 24 hours.

(3) Exception data are absolutely necessary to convey the true urgency of the requirement and the exception data cannot be transmitted in an exception transaction.

2. **Defense Automatic Addressing System.** The DAAS shall be utilized in the supply and distribution systems of all S/As and, by agreement, in the GSA system and systems of other Federal Agencies.

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<sup>2</sup>Violations of the intent of this provision will be reported to the DoD MILSTRIP System Administrator for corrective action. Telephone is not a desirable media due to potential for error in transcribing into computer-readable, machine sensible format for processing. Telephone transactions will not be confirmed by submission of transactions by other media.

### 3. Electrical Communications

a. The DCS, AUTODIN, is a worldwide DoD computerized general purpose communications system which provides for transmission of narrative and data pattern (computer-readable) traffic.

b. The CIC in communications message headers identifies various types of traffic and provides a reference/indicator to communications personnel for routing, handling, and speed of processing messages received, based on the local command policies and procedures. In the case of MILSTRIP traffic, the second position of the CIC should always be alpha, "A." Appropriate local rules should be established for communication terminal routing and handling of MILSTRIP transactions received to ensure that they reach the appropriate elements for processing.

c. Users of the MILSTRIP system should be familiar with and establish local procedures to provide for efficient use of the facilities and capabilities of the supporting communication terminal which provides communication services.

4. **Communications Precedence.** The communications precedence to be used for all electrical transmission of MILSTRIP documents, using JANAP 128 (reference (g)), is prescribed below:

a. Communications precedence applies to both data pattern and narrative messages.

b. The assignment of precedence is the responsibility of the message originator, i.e., requisitioner or supply source, as determined by the subject matter and time factors involved.

c. The communications precedence does not dictate the action to be taken by the addressee. Message precedence for logistics (i.e., MILSTRIP) traffic applies to speed of transmission and handling in the communications system and applies to both data pattern and narrative messages.

d. The commander on the scene may assign a precedence of "IMMEDIATE" to PD 01-03 requisitions if, in his judgment, the urgency of the situation dictates such expeditious handling of the requisition through the communication system. A precedence of "IMMEDIATE" will not be routinely assigned to any requisition or other logistics data system transaction.

e. The communications precedence guide for all MILSTRIP transactions is as follows:

<u>TRANSACTIONS</u>	<u>UMMIPS PRIORITY DESIGNATORS</u>	<u>PRECEDENCE</u>	<u>MINIMIZE</u>
All	01-08	Priority	Priority
All	09-15	Routine	Routine
All without UMMIPS Priority Designator	None	Routine	Routine

f. As used in MILSTRIP, the following terminology applies as pertains to electrical communications:

(1) AUTODIN will be interpreted to include all electrical transmissions, including teletypewriter, since these circuits are connected to the AUTODIN system.

(2) Formatted Teletype Message will be formatted as outlined in appendix A15. This type of message is not a machine sensible transaction/document at the site of origin but, when routed through DAAS by Mode V teletype, can be converted to a data pattern message. When routing through DAAS the CIC must be IAZZ and LMF of TC. Appendix A15 amplifies this method of communication.

(3) Data Pattern Message is a machine sensible transaction, in a fixed-length format, suitable for mechanical processing upon receipt.

(4) Narrative Message is a variable length, in-the-clear language message not suitable for mechanical processing upon receipt. Narrative messages are commonly referred to as "teletype," "dispatch," or "TWX." As used in MILSTRIP, narrative messages have a text prefix; such as, MILSTRIP REQUISITION and MILSTRIP STATUS. Examples of MILSTRIP narrative message formats are included in appendix A of this manual. Narrative messages will not be sent to the DAAS. When activities require communications with the supply source by narrative message, the activity will forward the message directly to the supply source in compliance with communications requirements.

## H. FOCAL POINTS

The following offices have been designated as focal points for MILSTRIP:

### DoD MILSTRIP System Administrator

Director  
Defense Logistics Management  
Standards Office  
ATTN: DLMSO-MM  
6301 Little River Turnpike, Suite 230  
Alexandria, VA 22312-3508

### Army

Commander  
U.S. Army Materiel Command  
ATTN: AMCLG-SM  
5001 Eisenhower Avenue  
Alexandria, VA 22333-5001

### Navy

Commander  
Fleet Materiel Support office  
ATTN: SPCC -031B  
Mechanicsburg, PA 17055-0787

### Air Force

Commander  
HQ Air Force Materiel Command  
ATTN: AFMC/LGIM  
4375 Chidlaw Road, Suite 6  
Wright-Patterson AFB, OH 45433-5006

### Marine Corps

Commandant of the Marine Corps  
ATTN: LPS-1  
Washington, DC 20380-0001

Coast Guard

Commandant  
U.S. Coast Guard  
ATTN: G-ELM-2  
2100 Second Street, SW  
Washington, DC 20593-0001

GSA

General Services Administration  
Federal Supply Service  
ATTN: FCSI (CMB4, Room 702)  
Washington, DC 20406

NSA

Director  
National Security Agency  
ATTN: L111  
9800 Savage Road  
Fort George G. Meade, MD 20755-6000

DNA

Commander  
Field Command  
Defense Nuclear Agency  
ATTN: FCPNM  
Kirtland AFB, NM 87115-5000

DLA

Director  
Defense Logistics Agency  
ATTN: MMSLR  
Cameron Station  
Alexandria, VA 22304-6100

USTRANSCOM

United States Transportation Command  
Director for Logistics  
ATTN: TCJ3/J4-LPP  
Scott AFB, IL 62225-5001

I. PUBLICATION OF THE MANUAL

1. The manual consists of a basic publication and two supplements, as follows:

- a. Basic publication - This contains the doctrine, instructions, and procedures. It prescribes the requisitioning and issue procedures applicable to U.S. Forces, FMS, CLSSA, and MAP Grant Aid transactions. This publication also contains MILSTRIP formats and data elements exclusive of those contained in the supplements.

- b. Supplement 1 (reference (h)) - Routing Identifier and Distribution Codes.

- c. Supplement 2 (reference (i)) - Defense Program for Redistribution of Assets (DEPRA).

2. The basic publication consists of chapters and appendices.

- a. Chapters and paragraphs

(1) Each chapter is divided into paragraphs and subparagraphs. The numbering system identifies the appropriate chapter followed by the applicable paragraphs in upper case alphabetic. Subparagraphs are identified by numbers and lower case alphabetic, followed by numerics in parentheses and lower case alphabetic in parentheses.

(2) Pages are numbered in a separate series for each chapter and are numbered in sequence with Arabic numerals beginning with 1. Each page number is preceded by the number of the chapter; for example, the second page of chapter 4 is numbered 4-2.

b. Appendices are identified by alphabetic and numerics to indicate an alphabetic grouping; such as, A1, A2, and A3. Pages are numbered within an appendix by use of the appendix number (A1) followed by the page number; such as, A1-1, A1-2, and A1-3. Page four of appendix B1 would be indicated as B1-4. When index pages precede an appendix, they will be identified by the alphabetic designation of the appendix and lower case Roman numerals; for example, the index to appendix C is numbered C-i and C-ii. If introductory pages are included in an appendix, they will be identified by the alphabetic designation of the appendix and the numerical page number; such as, A-1, A-2, and A-3.

3. The numbered supplements to the basic publication are designed to accommodate special operational requirements at the S/A user level; therefore, it is intended that numbered supplements be maintained and implemented by the user. Pages and paragraphs are numbered in the same manner as in the basic publication.

a. Supplement 1 (reference (h)). This numbered supplement contains a consolidated listing, by S/A, of all RI and distribution codes authorized for use within the DoD supply distribution system. The RIs are designed for processing inter-S/A and intra-S/A logistics transactions. The codes are entered into the logistics document by the document originator and serve multiple purposes in that they are SOS codes, intersystem routing codes, intrasystem routing codes, and consignor (shipper) codes. Distribution codes identify control activities and/or additional status recipients.

b. Supplement 2 (reference (i)). This numbered supplement contains guidance to European and Pacific Command activities and other Agencies for participation in DEPRA. The supplement establishes policy and assigns responsibilities and tasks to assure achievement of the DEPRA objectives.

#### 4. Publication of Changes

a. Formal Changes. Formal changes will be numbered consecutively and issued as full page insertions to this manual. These changes will indicate the change number on each page. When it is necessary to supplement page changes with explanatory information, such explanation will be contained in the cover letter. Paragraphs that are modified or added will be indicated by **bold print**.

b. Interim Changes. When it is necessary to disseminate modifications to this manual more expeditiously, the DoD MILSTRIP System Administrator will distribute interim changes. Interim changes will be numbered consecutively and will indicate the current fiscal year. For example, interim changes for FY 1995 will be numbered 95-1, 95-2, and 95-3. All interim changes will indicate the numbers of other interim changes which are in effect at the time of their publication.

c. Formal changes will include and identify all incorporated interim changes and AMCLs.

5. Distribution of the Manual

- a. The DLA will make distribution of the manual to designated points within each S/A based upon funded bulk requisitions provided by the S/A. Further distribution is accomplished by the S/As based upon approved distribution data generated through command publication channels.
- b. The S/A focal points, designated in paragraph H., are the single points to which S/A activities will submit requests for copies of the basic publication, numbered supplements, and changes.



## CHAPTER 2

### PREPARATION AND SUBMISSION OF REQUISITIONS, MODIFIERS, CANCELLATIONS, AND FOLLOWUPS

#### A. PREPARATION OF REQUISITIONS

1. Requisitions will be prepared in one of the following formats described under Appendix A, Forms/Message Formats (Introduction), using the coding structures shown in appendix B:

- a. DD Form 1348, DoD Single Line Item Requisition System Document (Manual).
- b. DD Form 1348m, DoD Single Line Item Requisition System Document (Mechanical).
- c. DD Form 173/2, Joint Messageform.
- d. SF 344, Multiuse Standard Requisitioning/Issue System Document.
- e. DD Form 1348-6, DoD Single Line Item Requisition System Document (Manual-Long Form).
- f. DD Form 1348-1A, Issue Release/Receipt Document<sup>1</sup> (acceptable and preferred as a requisition when requesting property directly from DRMOs).
- g. DD Form 1348-2, Issue Release/Receipt Document, with Address Label.

2. The manual form (DD Form 1348, SF Form 344, or DD Form 1348-6) will be used only when:

- a. Facilities are not available to the requisitioning activity to enable electrical transmission of documents in data pattern format, formatted teletype messages, or when computer-readable machine sensible facilities are not available to the requisitioning activity.
- b. The requisition coding structure does not provide sufficient data to assist the supply source in making supply decisions. Use of exception data will cause delays in supply of materiel since each document containing such data must be withdrawn from routine processing, reviewed for the exception and continued in process after a decision has been made as a result of the review. Activities should not attempt to use exception data as a normal method for requisitioning materiel requirements. Limitations on the use of exception data are outlined in paragraph B., below.

3. Requisitions for conventional ammunition will contain Advice Code 3Q, 3W, 3Y, 3Z, 3V, or 3X, as applicable, when usable Condition E stock is acceptable.

4. Non-NSN requisitions will be prepared with DI A02 or A0B in DD Form 1348m when the CAGE and part number do not exceed the part number field and the item can be identified by additional data in rp 70-80 as indicated in appendix C3. Otherwise, DD Form 1348-6 will be used. This

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<sup>1</sup>Effective 1 Nov 91, the DD Form 1348-1A, Issue Release/Receipt Document, became the primary document to issue, release, and receive materiel; however, you may continue to use the DD Form 1348-1, DoD Single Line Item Release/Receipt Document, until all stocks are exhausted, **but not beyond November 1996.**

also applies to non-NSN lumber products.

5. The manual form (DD Form 1348 or 1348-6) will be prepared as reflected in Appendix C, Formats (Introduction), and appendices C1, C4, or A9 (message form) and in the number of copies as specified by the individual S/A.

6. The mechanical document will be used as the normal requisitioning document and will be electrically transmitted in data pattern computer-readable fixed length format to the supply source via DAAS. The mechanical document will be prepared using the format contained in appendix C1. Preparation will be by computer-readable or other mechanical means.

7. The DD Form 173/2 will be used when:

a. Data communication facilities are not available to permit document transmission by mechanized media.

b. The document contains exception data and/or rapid document transmission is required under the assigned PD.

8. Under exceptional circumstances, requisitions may be prepared on DD Form 1348 or 1348m, and read to the appropriate supply source by telephone in exact rp alignment. When requisitions are relayed by telephone, confirmation copies are not required and will not be forwarded.

9. Requisitions for perishable and nonperishable subsistence will be prepared using the following special instructions:

a. All subsistence requisitions will contain the applicable type of pack in rp 21. See codes in appendix B23.

b. All subsistence requisitions will contain a specific RDD (day of year format) in rp 62-64.

c. Brand name resale item requisitions will contain DI A04 or A0D in rp 1-3.

d. Brand name resale item identification numbers will be entered in rp 8-20, using appendix B5, paragraph 7.

e. To accommodate a condition peculiar to brand name resale subsistence requisitioned by/for OCONUS activities, Advice Code 2C will be entered in rp 65-66 to convey advice to the SOS to fill or kill an unfilled quantity which cannot be shipped by a vendor to arrive overseas within 30 days after the RDD. To implement this authority, the SOS will contact the vendor to determine if shipment has been made when the item has not been received at the transshipping depot by the contract delivery date plus 15 days. If shipment has not occurred, procurement/requisition cancellation action will be initiated by the supply source and the customer will be furnished appropriate supply status. If shipment has been made by the vendor, cancellation of the procurement cannot be effected. Such shipments which cannot be shipped to arrive at the OCONUS destination within 30 days after the RDD will be put in stock by the transshipping depot to fill future requirements. The SOS will furnish appropriate rejection status to the customer.

10. In the requisition document, followup (no supply status received) document and the cancellation (no supply status received) document, the identification code and the reference identification code will appear in documents applicable to part number requisitions (DIs A02 and A0B only). MRDs based on MROs issued by all activities will contain a fund code in rp 52-53. Referral order documents to DSCs from certain Navy stock points without computer capability may not include

the date of receipt of demand in rp 67-69.

11. The manual form (DD Form 1149, Requisition and Invoice/Shipping Document) is used as a requisition and shipping document as specified by other DoD regulations. The DD Form 1149 will not be used for any processes under MILSTRIP.

12. Requisitions for conventional ammunition that should not be delivered before a specific date or later than a specific date may contain an RDP<sup>2</sup> in rp 62-64. The formula for expressing an RDP is provided in appendix B14.

## **B. LIMITATION ON SUBMISSION OF EXCEPTION DATA REQUISITIONS**

1. To enable supply sources to process requisitions in a timely manner to meet issue priority group, standard delivery dates, or required delivery dates, requisitioners should attempt to limit repetitive submission of requisitions which contain exception data, particularly those which are to satisfy high priority requirements. Requisitioners should use available MILSTRIP capabilities to ensure automated processes are used to the maximum extent possible. The processing of exception data requisitions is a resource intensive process that is prone to errors and generally delays required support. Supply sources receiving requisitions with unnecessary exception data; such as: "ship by commercial air," "do not use postal system," "ship by fastest traceable means," or "ship overnight delivery," are authorized to delete such information, change the exception DI to a nonexception DI, and continue processing. Supply sources will process all requisitions under the standards of the Uniform Materiel Movement and Issue Priority System (UMMIPS) (reference (e)). Within the UMMIPS time segment for transporting the materiel, it is the shipper's prerogative to select the mode of shipment based on time, distance, item characteristics, and economic factors. The repetitive use of the same exception ship-to address is an uneconomical way of doing business for all concerned. A separate DoDAAC assignment for this type of ship-to address should be made or the TAC 2 address of the involved activity should be changed and the resulting DoDAAC(s) used on applicable requisitions. Activities having multiple locations should assign a separate DoDAAC to each receiving location. It is incumbent upon the requisitioner to work with the applicable Service focal point to develop procedures to automatically process requisitions.

a. Authorized conditions for use of exception ship-to addresses are listed below. Requisitions containing exception ship-to addresses other than those listed will be rejected with Status Code D6.

(1) Sales/donations/loans/issues of materiel to qualifying Federal, State, or Civil organizations or individuals approved by the Service Secretaries.

(2) Issues of nuclear assets as directed by DNA to DOE contractors.

(3) Materiel in Supply Condition Code L to contractors.

(4) Issues required by national emergency or natural disasters.

(5) Shipments of ammunition requiring special controls.

(6) Shipments to contractors for special testing.

(7) Requisitions from deployed Naval units with an R or V in rp 30; E, G, or W in rp 40; 01, 02, or 03 in rp 60-61; and, 999 in rp 62-64.

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<sup>2</sup>FMS and Grant Aid requisitions are excluded from RDP procedures.

b. Exception data will normally be limited to the following:

- (1) Non-NSN requirements which exceed the stock or part number field and/or require additional information.
- (2) Non-NSN lumber products and other commodities identified and ordered by description only.
- (3) Authorization/identification for items when such requirement is imposed by the ICP or by the parent Service or the requisitioning activity.
- (4) NSN items in FSCs 5510, 5520, and 5530 requiring specification data; such as, species and/or grade.
- (5) NSN requirements needing additional identifying information; for example, requisitions initially rejected with Status Code CG or CJ.
- (6) Requisitions for the Navy's LEVEL 1/SUBSAFE program and nuclear reactor plant materials.
- (7) NSN items for chemicals for boiler water and feedwater analysis.
- (8) Requisitions used to establish a registered user with the ICP in a PICA/SICA situation.
- (9) Requisitions for Marine Corps PWR or Pre-Positioning Ships Program.

2. Commanders will approve, or delegate in writing to specific personnel to approve, the submission of exception data requisitions.

### C. PREPARATION OF NOT MISSION CAPABLE SUPPLY AND ANTICIPATED NOT MISSION CAPABLE SUPPLY REQUISITIONS

1. NMCS is a materiel condition indicating that systems and equipment are not capable of performing any of their assigned missions because of maintenance work stoppage due to a supply shortage (DoDI 3110.5 (reference (j))). Individual Service condition reporting systems (e.g., Air Force MICAP, Navy CASREP) may require the same qualifying criteria as NMCS but do not automatically generate NMCS requisitions.

#### 2. Expedited Handling Signal 999

a. PDs 01-03, requisitions for items causing mission-essential systems and equipment to be NMCS, will be prepared to contain code 999 in rp 62-64 in lieu of the RDD. Code 999 will provide identification of documents related to critical items and requiring expedited handling. When entered into requisitions, code 999 will be perpetuated on MROs and DD Forms 1348-1/1348-1A<sup>3</sup>. This procedure applies only to materiel being shipped to U.S. Forces OCONUS and to Forces alerted for deployment within 30 days of the date of the requisition for materiel involved.

b. Code 999 will be used to identify the need for expedited handling only when the conditions specified below are met. (The Commanding Officer of the requisitioning activity will either

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<sup>3</sup>See Footnote 1 on page 2-1.

- (1) The requisitioning unit must possess F/AD I, II, or III and
  - (2) the items or equipment required are causing mission-essential systems or equipment to be incapable of performing any of their assigned missions (NMCS) or
  - (3) the items or equipment required have been identified during maintenance or testing as necessary to prevent mission-essential system or equipment from being unable to perform assigned operational missions or tasks within 5 days of the date of the requisition.
3. Expedited handling signal 999 does not apply to FMS and MAP Grant Aid requisitions.
  4. For NMCS conditions other than 999, the following procedures will apply:
    - a. PD must be 01-08.
    - b. Enter N in rp 62 of requisitions applicable to NMCS conditions originating at activities where forces in CONUS are not alerted for deployment.
    - c. Entries in rp 63-64 may indicate short RDDs expressed in number of days from the requisition dates.
    - d. These documents will be processed using the PD in rp 60-61.
  5. ANMCS is a condition which is anticipated to occur within 15 days in the CONUS or 20 days OCONUS that will result in equipment becoming deadlined for parts, engines going out of commission for parts, aircraft going out of commission for parts, ships' capability being impaired for parts, etc. Requisitions for materiel to prevent degradation of the mission capability of such systems/equipment will be prepared as follows:
    - a. PD must be 01-08.
    - b. Enter E in rp 62 of requisitions applicable to ANMCS conditions.
    - c. Entries in rp 63-64 may indicate short RDDs expressed in number of days from the requisition dates.
    - d. These documents will be processed under the PD in rp 60-61.
  6. NMCS and ANMCS requisitions will be submitted only for materiel in the quantities needed to return the mission-essential system or equipment to mission capable/operationally ready status or when items are not available in ready-for-issue condition at the supporting post, camp, station, or OCONUS theater. Use overnight or next day delivery service for NMCS and ANMCS shipments whenever possible.
  7. Commanders will approve, or delegate in writing to specific personnel the authority to approve, all NMCS/ANMCS requisitions in writing and submit the requisitions by the most expeditious means. NMCS/ANMCS requisitions will be submitted only for parts required for installation on or repair of mission-essential systems and equipment, without which the Commander is unable to perform assigned Service operation/mission.

**D. RESERVED**

**E. RESERVED**

## F. PREPARATION OF PRE-POSITIONED WAR RESERVE MATERIEL STOCK REQUISITIONS

1. Requisitions for the initial fill of PWRMS consumable item requirements will be prepared to contain Demand Code 0 in rp 44 and Project Code 3AA in rp 57-59 and may be prepared as "funded" or "unfunded" requisitions except that unfunded requisitions are not to be submitted to the GSA by DoD activities. Replenishment PWRMS requisitions will contain Project Code 3PR.
2. Funded requisitions for PWRMS requirements will contain a signal other than "D" or "M" (see appendix B10) in rp 51 and appropriate fund code entries in rp 52-53 (see appendix B11). Normally, funded requisitions for PWRMS requirements will contain only PDs 11-15, as appropriate, except that PDs 01-03, as appropriate, may be entered when overriding; operational situation justifies immediate supply support.
3. When newest materiel is required and this materiel must have at least 75 percent shelf life remaining, enter one of the appropriate advice codes from Appendix B-15 in rp 65-66. These codes are for DPSC-Medical items and apply to requisitions for Pre-Positioned War Reserve Requirements (PWRR), requisitions for Maritime Pre-positioned Ships Requirements (MPSR) and requisitions for other requirements whose activities have received approval from their Service/Agency to use the codes. Procedures for requesting and approving the use of these codes and the authorized approving Service/Agency activities are contained in Appendix B-15.

## G. PREPARATION OF REQUISITIONS FOR ISSUE OF SERVICE-OWNED, SINGLE MANAGER FOR CONVENTIONAL AMMUNITION MANAGED ITEMS BELOW ESTABLISHED STOCK RESERVATION LEVELS

Service owners of SMCA managed items may grant authority to the SMCA ICP to issue assets below all established stock reservation levels. This authority will be conveyed to the SMCA ICP online by the Service owners with Advice Code 2S entered in rp 65-66 of the requisition or referral order.

## H. RESERVED

## I. SUBMISSION OF REQUISITIONS AND RELATED TRANSACTIONS

1. Frequency of submitting requisitions is the sole prerogative of the requisitioner and, except for subsistence items, the distribution systems will not prescribe scheduling. Requisitions will be submitted when necessary to meet requirements for stock or to meet specific requirements for immediate use. In order to make the system more efficient and cost-effective, activities should consider consolidating requirements to reduce the submission of low-value requisitions.
2. Methods of submission of requisitions will be as prescribed in chapter 1. Special requirements for submitting GFM requisitions are contained in chapter 11.
3. The requisition submission time period extends from the date of the requisition to the date of receipt by the initial wholesale supply source, e.g., ICP or stock point which maintains any asset availability records for the purpose of filling materiel demands or ordering other supply action.
  - a. Date of requisition (as shown in requisition document number field) will indicate the actual date of transmittal from the requisitioner to the initial supply source. If requisitions are predated to facilitate local processing, the requisition date will be amended (if necessary) to reflect the true date of transmittal.

b. Time consumed by review/approval of control offices which are intermediary between the requisitioner and initial supply source is counted in the time standard for this segment.

4. The S/A implementation of this provision will provide for establishment of controls to ensure transmission of requisitions on the document number date. Controls will also be established to ensure nonduplicative transmission or receipt of requisitions.

5. Requisitions with DIs A0E and A05 will be transmitted by methods other than data pattern or computer-readable fixed length format. When these requisitions are mailed, the envelope will be conspicuously marked "MILSTRIP EXCEPTION DATA REQUISITIONS."

6. DI AF\_ followups and DI AC\_ cancellations on DI A0E or A05 requisitions will not include the exception data.

7. DI AT\_ followups and DI AM\_ modifier transactions will include the exception data. Message followups (DI AT\_) on a requisition with exception data will be prepared as prescribed in appendix A10. Message modifier (DI AM\_) with exception data will be prepared as prescribed in appendix A9.

#### **J. RESERVED**

#### **K. MAINTENANCE OF REQUISITION AND DUE-IN FILES**

1. Procedures for maintenance of requisition and due-in files are the responsibility of each S/A.

2. Requisitioners will ensure that status and materiel receipts are expeditiously processed to requisition and due-in files in order to preclude unnecessary followups.

3. Receipt takeup time standards for the requisitioner are one calendar day for PDs 01-08 and 3 calendar days for PDs 09-15.

#### **L. RESERVED**

#### **M. FOLLOWUPS**

1. Followups should be submitted by the requisitioner, SUPADD, or the activity designated by a significant entry in rp 54, based on a need for information and criteria prescribed herein.

2. Followup inquiries consist of five types, as follows:

a. Followups submitted to obtain the latest status of requisitions. These followup inquiries will be prepared to contain DI AF (one through three) as prescribed in appendix B1.

b. Followups submitted to obtain the latest status on requisitions and which may be processed as requisitions when supply sources have no record of receipt of the original requisitions. These followup inquiries will be prepared to contain DI AT\_ (one through five and seven or A through E) as prescribed in appendix B1.

c. Followups submitted as requests to improve ESDs contained in previously furnished supply status documents. These followup inquiries will be prepared to contain DI AFC, as prescribed in appendix B1. The AFC followup inquiries will be prepared only for transactions applicable to PDs 01-08, and will be submitted only after receipt of supply status which reflects ESDs not commensurate with materiel usage or need dates.

d. Followups submitted to obtain latest status on previously submitted cancellation requests and which may be processed as cancellation requests provided the original requests were not received. These followups will contain DIs in the AK\_ series.

e. Followups submitted to obtain the DoDAAC of the initial transportation shipping activity for tracing shipments under MILSTAMP (reference (pp)).

3. Message followups will be prepared as prescribed in appendix A10.

4. DI AFY followup inquiries will be submitted to the supply source when the initial shipment tracing action results in a negative response due to the inability to determine the initial (origin) transportation shipping activity.

5. DIs AF1, AF2, and AF3 and AT\_ followup inquiries will be submitted only under the following criteria:

a. Status data is not onhand to indicate a delay in receipt of materiel beyond the SDD or RDD (not applicable to followup inquiries requesting improvement in ESDs).

b. The UMMIPS order and shipping time standard for receipt of materiel has elapsed for requisitions on which status had not been requested.

c. Timeframes for submission of followups:

(1) For PD 01-08 demands - only after expiration of at least 3 days from date of the requisition or transaction date of the latest supply status.

(2) For PD 09-15 demands - only after expiration of at least 7 days from date of the requisition or transaction date of the latest supply status.

6. Followups will be submitted to the supply source to which the requisition was submitted, except when supply status has been received indicating that another activity is responsible for processing the demand. When supply status has been received, the followup will be directed to the activity indicated as currently processing the requisition (i.e., "last known SOS").

7. Activities initiating followup documents will take into consideration the fact that the supply source may not have a record of having received the original requisition. When no positive supply status has been received and no previous cancellation request (DI AC\_) has been submitted, the requisitioner or other authorized activity may follow up only with the appropriate document from the DI AT\_ series. Such DI AT\_ series documents will contain the same character in the third position of the DI as the original requisition and will be submitted under media and other rules applicable to such requisitions. The AT\_ series of followups will be treated as requisitions if supply sources have no record of the original requisitions. Duplicate document number edits by supply sources will preclude duplicate processing and shipment if the original requisition is subsequently received by the supply source.

8. When positive supply status has been received, the requisitioner or other authorized activity may use any type of followup, subject to restrictions contained elsewhere in this manual.

9. Supply sources may follow up on a shipping activity, with the exception of followups requesting improvement in ESDs, utilizing the MRO format with DI AF6.

10. DI AK\_ followups may be submitted 10 days after submission of the original DI AC\_ cancellation request if no acknowledgment of receipt of the DI AC\_ is received. If status is not



received within 10 succeeding days, another AK\_ followup may be submitted. If status is received acknowledging receipt of DI AC\_ or AK\_ documents, no further followup may be submitted until 30 days after receipt of last status.

**N. RESERVED**

**O. REQUEST FOR SUPPLY ASSISTANCE**

1. Requests for supply assistance may be initiated to the supply source on previously submitted PD 01-08 requisitions as shown in appendix A11. Authority to originate a supply assistance request will be prescribed in S/A regulations. The first line in the body of narrative messages will contain the words "Supply Assistance Request." Supply assistance includes status of requisitions, timely support of requirements, item substitutability and interchangeability, release of cancellation of backordered requisitions, diversion of materiel shipments, etc. A request for assistance may be accomplished by electronic mail (computer--DDN), message, letter, or telephone to the appropriate supply source. Telephone requests should not exceed seven lines; however, the limitation of items will be determined by the supply source ability to record the items and initiate timely responses. Replies to supply assistance requests will include an information copy to each addressee included in the incoming request.

2. The request should not be generated until supply status indicating open status has been received.

**P. RESERVED**

**Q. CANCELLATION OF REQUISITIONS**

1. Cancellation of requisitions may be initiated by the requisitioner, the SUPADD, the activity designated by the entry in rp 54, S/A headquarters, or by authorized command elements. If cancellations are initiated by other than the requisitioner, the responsibility for advising other interested activities of this action is vested in the activity having initiated the cancellation. Cancellation requests can be initiated as single line transactions or by narrative message containing one or more single line cancellation transactions.

2. Events such as base closures, termination of special projects, ship and unit inactivations, termination of agreements, or termination of vessel outfitting or construction can necessitate the requirement for mass or universal cancellation of multiple lines. In some instances, the S/A headquarters would be aware that a total project or total requirement for a single base is no longer required and should be canceled. Thus, the S/A headquarters element could initiate the requests for mass or universal cancellation of multiple lines. Such requests will be submitted by message to the S/A designated focal points listed in chapter 8.

3. Under normal circumstances, cancellation requests represent a discontinued need of specific items and quantities. Funds will not be deobligated and individual due-in records will not be updated until status has been received indicating that cancellation has been accomplished. Accordingly, single line requisition cancellation is the preferred method. Single line cancellation actions will be processed under chapter 3, paragraphs AA. through AH. The preparation of single line cancellation requests will be accomplished using the format reflected in appendix C6.

4. Single line cancellation requests will be submitted to the last known source holding the applicable requisitions.

5. Single line item cancellation requests will not be submitted under the following circumstances:

a. When a CONUS activity has received notice of shipment (DI AS\_ or DD Form 250, (Material Inspection and Receiving Report)), advising that shipment from a contractor's facility or a depot has occurred.

b. When an OCONUS activity has received shipment status  
and

(1) the line item value of the cancellation is less than  
\$200, or

(2) the materiel has been shipped by air mail or parcel  
post, or

(3) the materiel was shipped more than:

(a) Ten days by air shipment to APOE.

(b) Forty-five days by surface shipment to WPOE.

6. Single line item cancellation requests will normally be submitted for conditions not excluded by paragraph Q.5., when a discontinued need for a requisition quantity occurs regardless of line item dollar value or status received. Such submission will enable supply sources to properly adjust demand, when appropriate, as well as initiate cancellation action, when feasible.

7. Single line item cancellation requests submitted against requisitions for which Status Code BV was received may result in billing for transportation charges and/or contract termination costs in the event the supply source is able to effect cancellation/diversion. (See chapter 3, paragraph AB.)

8. The responsibility for the utilization or disposition of materiel for which cancellation or diversion to an alternate consignee could not be effected is that of the consignee, the appropriate commander, or Service headquarters.

9. When shortages occur for materiel previously canceled or rejected, new requisitions with new document numbers, citing appropriate issue PDs, will be submitted. Requests for reinstatement of previously canceled or rejected requisitions will not be submitted to supply sources.

## R. RESERVED

## S. MODIFICATION OF REQUISITIONS

1. A requisition modifier document may be initiated by the requisitioner, SUPADD, or control office to modify previously submitted requisitions. Restrictions for modifying GFM requisitions and associated transactions are contained in chapter 11.

2. A requisition modifier document may be used to change/modify the following fields in an original requisition document:

a. Media and Status, rp 7.

b. Supplementary Address, rp 45-50.

c. Country FMS Offer/Release Option, rp 46 (FMS requisition).

d. Freight Forwarder, rp 47 (FMS requisition).

- e. Signal, rp 51.
- f. Fund, rp 52-53.
- g. Distribution, rp 54.
- h. Project, rp 57-59.
- i. Priority Designator, rp 60-61.
- j. Required Delivery Date or Required Delivery Period (conventional ammunition only), rp 62-64.
- k. Advice, rp 65-66.

3. For requisitions which are identified for continued document and/or shipment processing during mass cancellation situations, document modifiers (DI AM\_) will be submitted at the earliest possible date and will contain an expedited handling signal "555" in the RDD field, rp 62-64. (See chapter 8.)

4. A requisition modifier document, DI AM\_ will be prepared by originating activities completing all prescribed data element entries for a requisition. The requisition modifier document is usually submitted when changes to existing fields are needed to expedite processing of the requisition.

a. Entries in the requisition modifier document may differ from that in the original requisition only to reflect changes to one or any combination of the fields identified in subparagraph 2., above.

b. When the SUPADD (rp 45-50), the project (rp 57-59), the RDD (rp 62-64), or the advice (rp 65-66) of the DI AM\_ is blank, these fields of the original requisition will be modified accordingly (subsistence requisitions are excluded from RDD deletion provisions).

5. The activity initiating a requisition modifier document will be responsible for furnishing notification of such action to other interested activities, such as the requisitioner and SUPADD, when modifiers are initiated by control offices. The requisition modifier document will be transmitted to the last known SOS.

6. When the priority of an item previously requisitioned is modified and the quantity required is greater than the quantity previously requisitioned, a requisition modifier will be submitted for the original quantity and a new requisition will be submitted for the additional quantity required under the new priority. If the quantity required is less than the quantity previously requisitioned, a new requisition will be submitted for the quantity required under the new priority and if the quantity in the original requisition will be excess to needs, a cancellation request for this requisition should be submitted.

## **T. RESERVED**

## **U. REQUISITIONING DoD EXCESS PERSONAL PROPERTY FROM THE DEFENSE REUTILIZATION AND MARKETING SERVICE**

1. DoD activities and, under certain circumstances, authorized Federal Civil Agencies are authorized to requisition excess personal property through the DRMS or directly from a DRMO. Activities will request, through an accountable supply officer, only that property which is authorized by parent headquarters or command and will not request quantities of property which exceed authorized retention quantities. Each S/A will furnish DRMS the Federal condition codes that are acceptable in

relation to the supply condition code being requisitioned. The DRMS maintains the IDMS, a standardized and centralized control and accounting system for all excess and surplus personal property located in the DRMOs, and provides visibility of such property through a variety of utilization screening procedures. (See DoD 4160.21-M (reference (k)) for utilization policy and procedures.)

a. Requisitions from DoD activities for excess personal property will normally be routed via AUTODIN through the DAAS to the DRMS for processing or the requisition may be hand carried to the DRMO for property previously selected, scheduled for pickup, or required as a result of screening at the DRMO. The RI of the DRMO should be placed in rp 4-6 of DD Form 1348-1<sup>3</sup>/1348-1A requisitions hand carried to a DRMO. Activities or units unable to submit requisitions through AUTODIN may forward them directly to DRMS by mail or by narrative message but it should be understood that this is not the standard procedure and should be discontinued as soon as the ability to use AUTODIN is realized.

b. Requisitions submitted to DRMS will be in the format specified in appendix C1, DRMS RI (S9D) in rp 4-6, with (Text deleted) K, L, R, or S in rp 40, Signal D or M in rp 51 to denote free issue; Advice Code 2J (fill or kill) in rp 65-66 or blank; and the appropriate supply condition code in rp 71. For a specific item, the requisition will contain the DTID number or ERN in rp 67-80 (DTID suffix, if applicable, in rp 21). For nonstock numbered items, the DI will be A0D or A04. Requisitions hand carried to the DRMO for pickup of property will be prepared on a DD Form 1348-1<sup>4</sup>/1348-1A, as specified in chapter 5, paragraph C. Authorized Federal Civil Agencies may requisition excess/surplus property from DRMS using SF 122, Transfer Order-Excess Personal Property, or any other transportation order form approved by GSA under FPMR subchapter 4, part 101-43 (reference (l)). All requisitions for small arms will be submitted under paragraph W. PCH&T charges will be applied using DoDD 4140.1-R (reference (m)).

(1) DI A0\_ requisitions submitted through DAAS will be edited by DAAS to determine if the requisition is for excess personal property. The DAAS edit is as follows:

(a) If the requisition contains (Text deleted) K, L, R, or S in rp 40 and a condition code is entered in rp 71, DAAS will route the requisition to DRMS. If a condition code is not in rp 71 and a DTID number is entered in rp 67-80, DAAS will route the requisition to DRMS.

(b) If a condition code is not in rp 71 and a DTID number is not in rp 67-80 and RI S9D is entered in rp 4-6, DAAS will reject the requisition back to the message originator with a clear text message stating, "INVALID FORMAT FOR DRMS REQUISITION."

(c) If the conditions in subparagraphs (a) and (b), above are false, DAAS will continue requisition processing.

(d) If the requisition contains RI S9D in rp 4-6 and a condition code is entered in rp 71 and rp 40 does not contain (Text deleted) K, L, R, or S, DAAS will route the requisition to DRMS.

(e) If a condition code is not in rp 71, and rp 40 does not contain (Text deleted) K, L, R, or S, and a DTID number is entered in rp 67-80, DAAS will route the requisition to DRMS.

(f) If a condition code is not in rp 71 and rp 40 does not contain (Text

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<sup>3</sup>See Footnote 1 above.

<sup>4</sup>See Footnote 1 above.

**deleted)** K, L, R, or S, and a DTID number is not in rp 67-80 and RI S9D is in rp 4-6, DAAS will reject the requisition back to the message originator with a clear text message stating "INVALID FORMAT FOR DRMS REQUISITION."

(2) For validated excess personal property requisitions, DAAS will provide the requisitioner DI AE9 supply status transaction with Status Code BM. Requisitions with DI A0B or A02 and RI S9D will be processed by DAAS to obtain an NSN. If an NSN is found for the part number, DAAS will change the DI to A0A or A01 and pass the requisitions with the NSN to DRMS. DAAS will provide the requisitioner a DI AE9 supply status transaction with Status Code BG. If an NSN is not found, DAAS will reject the requisition.

c. Upon receipt of the requisition, DRMS will select the requested item for issue or provide appropriate supply status if not available. If rp 65-66 are blank and the requested materiel is not available, DRMS will place the requisition on the requisition retention file for 60 days and furnish Supply Status Code B1. If all of the requested materiel does not become available during the 60 day retention period, the remaining unfilled quantity will be canceled using Status Code D1.

(1) If stock is available, the DRMS will transmit an MRO, DI A5\_ (DD Form 1348-1A), to the DRMO. In those instances where a specific item has been requisitioned, the DTID number or ERN will be perpetuated on the MRO. MROs received by a DRMO from DRMS will be confirmed or denied, as appropriate. Responses by DRMOs to followups (DI AF6) will be made using the MRC with DI AR0; MRD with DI A6\_; or the supply status document with DI AE6, as appropriate.

(2) The DRMS will process single line cancellation requests or requisition modifier documents if the MRO has not been transmitted to the DRMO or if the requisition is on the requisition retention file. The DRMS will not process mass cancellation requests.

d. When the DRMO issues materiel as a result of DD Form 1348-1A being hand carried to the DRMO, an MRC, DI AR0, will be prepared in the format of appendix C13 and transmitted to DRMS.

2. The DRMS will respond to followups under procedures in chapter 3 and furnish status as outlined in chapter 4.

3. Materiel will be shipped from DRMOs to authorized requisitioners using MILSTRIP.

4. Requisitioner requests for modification, cancellation, or followup to DRMS will be processed under chapter 2.

## **V. RESERVED**

## **W. REQUISITIONING CONVENTIONAL SMALL ARMS FROM THE DEFENSE REUTILIZATION AND MARKETING SERVICE**

1. Conventional small arms as identified in MILSTRAP, reference (cc), will generally fall into one of the following FSCs: 1005, 1010, 1015, 1025, 1040, 1055, 1090, and 1095. However, this list is not to be considered all inclusive. The DRMS will treat any weapon meeting the general guidelines of a small arms accordingly regardless of the FSC. This covers all weapons meeting this criteria, regardless of origin (including foreign, commercial, confiscated, and nonappropriated funds weapons and museum pieces).

2. All DoD requisitions for small arms will be submitted by an accountable supply officer to the CONUS IMM. Requisitions must include the following exception data: DTID number/ERN, as appropriate, and PCH&T citations. Such requisitions received directly by the DRMS or the DRMO will

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be rejected to the requisitioning activity. Requisitions approved by the IMM will be mailed to DRMS, Battle Creek, MI 49017-3092, ATTN: DRMS-U.

#### X. RESERVED

#### Y. SHIPMENT TRACING

1. When shipment status has not been requested and materiel has not been received in normal transit time, a followup (DI AF1, AF2, or AF3) will be submitted.

2. When shipment status has been received evidencing that shipment has been made, followups (DIs AF1, AF2, AF3, AT\_, and AFC) will not be submitted. These actions would result only in receipt of another shipment status document with the same data.

3. If materiel has not been received and the date of shipment cited in the shipment status transaction indicates that normal transit time has expired, a request for shipment tracing will be initiated using MILSTAMP (reference (p)) (Text deleted) .

4. When the shipment cannot be located or traced using information in the initial DI AS\_ shipment status transaction, a DI AFY followup transaction will be submitted to the supply source to request the DoDAAC of the initial (origin) transportation shipping activity using the appendix C4 format. Upon receipt of the DI ASY response from the supply source, the requesting activity will furnish this DoDAAC information to their local transportation officer for shipment tracing under MILSTAMP (reference (p)).

#### Z. RESERVED

#### AA. SPECIAL GSA PROCEDURES ON NONAVAILABLE ITEMS

1. A requisition submitted to GSA with Advice Code 2A (item not available locally) will be processed regardless of possible excessive transportation costs.

2. A requisition submitted to GSA without Advice Code 2A for an item valued at \$25 or less will be canceled (with Status Code CW) if, at time of shipment, transportation costs in excess of 50 percent of the item value would be incurred in shipping the order. GSA will notify the ordering activity when this condition exists and the requisitioner should attempt to procure the item locally. If local procurement cannot be effected, a new requisition should be submitted with Advice Code 2A. In response, GSA will supply the item regardless of transportation costs.

3. MAP Grant Aid and FMS requisitions under these procedures will not be returned for local procurement.

#### AB. DEFENSE AUTOMATIC ADDRESSING SYSTEM EDIT OF INCOMING REQUISITIONS

1. The DAAS will edit all incoming requisitions and other MILSTRIP transactions for data errors and validity under procedures in DoD 4000.25-10-M (reference (q)).

2. As a result of these edits, DAAS will correct data entries or reject transactions. In the case of SOS errors, the correct SOS will be entered in the RI field and the transaction rerouted, as appropriate.

## CHAPTER 3

### REQUISITION PROCESSING AND RELATED ACTIONS

#### A. GENERAL

1. Supply sources receiving MILSTRIP requisitions, modifiers, passing orders, referral orders, followups, RDOs, and cancellations, regardless of the method of transmission, will process such transactions using these procedures. Supply sources will validate the data elements and codes in these transactions and accomplish changes, continue the processing action, or reject<sup>1</sup> the documents, as indicated in figure 3-1. See appendix B16 for appropriate requisition transaction status codes.

2. When supply sources and storage activities utilize the sequential (or batch) method of processing and do not possess real time processing capability, such processing is to be performed as frequently as necessary in order to meet UMMIPS time standards, or specific RDD for subsistence requisitions as applicable. In every such cycle, cancellation requests (DI AC\_) including automatic cancellation initiated by the supply source) and MOV reconciliation requests (DI AP\_) will be processed prior to backorder releases and new requisitions (DI A0\_). Demands will be sequenced as follows:

- a. PD in rp 60-61.
- b. OSD/JCS project codes, when entered in rp 57-59.
- c. Expedited Handling Signal (999 in rp 62-64) with PD 01, 02, or 03 in rp 60-61.
- d. N (NMCS) in rp 62 and PD 01-08 in rp 60-61.
- e. E (ANMCS) in rp 62 and PD 01-08 in rp 60-61.
- f. Expedited Handling Signal (555 in rp 62-64) and PD 01-08 in rp 60-61.
- g. Expedited Transportation Signal (777 in rp 62-64) and PD 01-08 in rp 60-61.
- h. RDD/RAD in rp 62-64, if earlier than the computed SDD.
- i. Requisition document number date in rp 36-39.
- j. RDP in rp 62-64, if later than the computed SDD - conventional ammunition only.

3. Backordered requirements will be merged (in above sequence) with all new transactions in any requisition processing cycle in which additional assets become available; for example, receipts of materiel and debit onhand adjustments.

4. Processing points will record date of receipt in rp 67-69 of each requisition, redistribution order, and passing order received. The actual date of receipt shall be captured in requisitioning transactions. Manually prepared requisitions or mailed requisitions submitted by requisitioners shall be

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<sup>1</sup>Rejection of transactions will be accomplished only after an attempt has been made to correct the questionable data element or code. If rejection actions are applicable to more than one data element or code and no other reject status code applies, reject using Status Code CA.

processed by the supply source to reflect the actual date of receipt of the manually prepared or mailed requisitions. The actual date of receipt shall also be indicated by the supply source in requisitions received via AUTODIN. This date may be captured by supply or communications terminal personnel in the individual requisitions and must be compatible with the applicable AUTODIN header transaction receipt date. This date will not be perpetuated into subsequent passing orders when moving between distribution systems but will be perpetuated into subsequent referral orders moving within the same distribution system. Date of receipt will enable supply sources to compute the requisition submission time. Computation will be made by subtracting the date in rp 37-39 of the demand transaction from rp 67-69, recognizing the year indicator in rp 36 when the value of rp 67-69 is less than that in rp 37-39. The submission time in the transactions will provide a basis for the ICPs to measure the first cycle segment of supply effectiveness. The RI "From," when utilized, will be placed in rp 74-76 of RDOs, referral, and passing orders.

5. The transaction document number; such as, the entries in rp 30-43, and rp 44 when a suffix is applicable, will be used as a basis for determining duplicate transactions. Duplicate requisitions, passing/referral orders, RDOs, and MROs will be disregarded by the recipient.

#### B. RESERVED

#### C. EFFECT OF PRIORITY DESIGNATOR ON REQUISITION PROCESSING

1. Each requisition will contain a PD assigned by the requisitioning activity, which will not be changed by processing points. The assigned PD dictates the precedence of internal supply processing actions (such as, from the receipt of a transaction until release to transportation) and determines the SDD. The mandatory time standards for processing of transactions are as indicated in figure 3-2. All time standards are expressed in calendar days from the time of receipt of requisitions at the initial supply source. For subsistence requisitions, the assigned RDD is the primary processing criteria, while the assigned PD dictates the precedence of internal supply processing action for requisitions reflecting identical RDDs. Time standards, indicated in figure 3-2, do not apply to subsistence requisitions. See appendix B14.

2. On occasion, available assets will be insufficient to satisfy all current demands and backorders for specific items. The materiel manager will reserve assets of such critical items through the use of item control levels and criteria which will restrict issue to specific categories of requirements only, i.e., those within designated ranges of PDs, JCS approved projects, or firm commitments for delivery of materiel to MAP recipients. Control levels will be established for IMMs to reserve stocks for issue only for PD 01-03. These requirements will be satisfied by issue to zero stock balance of serviceable stocks. Control levels may be established at the discretion of the IMM to reserve a greater level of stocks which may not be issued for PD 09-15 requirements.

3. Control levels will also be established by the supply source to restrict issues against requisitions for the initial fill of PWRMS consumable item requirements to ensure that:

a. Assets available below the AFAO are not issued against requisitions for PWRMS requirements which contain Signal D or M in rp 51 regardless of PD.

b. Assets available below the ROP are not issued against requisitions for PWRMS requirements which contain a signal other than D or M in rp 51 and a PD of 11-15 during initial processing of the requisition. Subsequent processing of such requisitions is prescribed in paragraph E.

4. OSD/JCS projects, when so designated, and PD 01-03 requisitions containing code 999 in rp 62-64, in lieu of the RDD/RDP, will be ranked above all other requisitions with the same PDs for



processing purposes. Code 999 requisitions and related transactions will receive special attention to provide for expedited processing actions.

5. When system-wide inventory levels do not permit positive supply action on all requisitions within a given PD, supply procedures will provide for a release of demands containing the specifically designated OSD/JCS project codes and code 999 in the RDD field as the respective most urgent. PD 01-08 requisitions containing Expedited Handling Signal 555 or Expedited Transportation Signal 777 in the RDD field and other requisitions/material obligations will be processed for release under paragraph A.2., this chapter.

#### **D. SUPPLY SOURCE PROCESSING OF REQUISITIONS WITH ADVICE CODE 2D, 27, OR 29**

Upon receipt of any requisition displaying Advice Code 2D, 27, or 29, an edit will be performed to determine if an increase in the requisition quantity to the quantity unit pack is less or more than \$5. If less than \$5, the advice code will be disregarded. If \$5 or more, the advice code will be honored and processed for the exact quantity requested. When a quantity adjustment is made using the above criteria, the customer will be notified using BJ status.

#### **E. SUPPLY SOURCE PROCESSING OF PRE-POSITIONED WAR RESERVE MATERIEL STOCK REQUISITIONS**

1. Supply sources, except GSA, will process funded and unfunded requisitions for the initial fill of PWRMS consumable item requirements using the criteria established below. The GSA will process only funded requisitions for PWRMS requirements and does not differentiate between those requisitions and others.

2. Upon receipt of PWRMS requisitions for the initial fill of consumable item requirements (Demand Code 0 in rp 44 and Project Code 3AA in rp 57-59), the supply source will determine asset availability in excess of the AFAO and:

a. If sufficient assets are available in excess of the AFAO to satisfy the total requisition quantity, the total requisition will be processed as free issue, regardless of the signal in rp 51.

b. If the assets available in excess of the AFAO are not sufficient to satisfy the total requisition quantity, then the portion of the requisition quantity equal to the quantity of assets available in excess of the AFAO will be processed as free issue, regardless of the signal in rp 51, and the balance of the requisition quantity will be processed under subparagraph 3., below.

3. When the supply source determines that assets are not available in excess of the AFAO, the signal in rp 51 of the PWRMS requisition for the initial fill of consumable item requirements (Demand Code 0 in rp 44 and Project Code 3AA in rp 57-59) will be checked and:

a. If the signal is D or M, the unfilled quantity on the requisition will be rejected. The rejection will be accomplished under Status Code CB since all unfunded PWRMS requisitions will be processed as "fill or kill."

b. If the signal is other than D or M, the PWRMS requisitions will be processed as containing Advice Code 2L in rp 65-66 and the PD in rp 60-61 will be checked to determine further processing routines.

(1) Except for subsistence, PWRMS requisitions with PD 01-03 will be processed for issue using UMMIPS supply source processing standards. Subsistence requisitions will be processed to meet a specific RDD.

(2) Except for subsistence, PWRMS requisitions with PDs 11-15 will be issued from assets available above the ROP or equivalent. When assets above the ROP or equivalent are not available to satisfy the requisitioned quantity, the unfilled quantity will be placed on backorder and appropriate supply status will be provided with an ESD equal to one procurement lead time. Backordered PWRMS requisitions with PDs 11 through 15 will be released from backorder at the end of the procurement lead time or when sufficient stocks are available above the ROP. (PWRMS requisitions with PD 04-10, when received, will be processed in the same manner as PD 11-15 requisitions.)

#### F. SUPPLY SOURCE PROCESSING OF REQUIRED DELIVERY PERIOD REQUISITIONS (CONVENTIONAL AMMUNITION ONLY)

1. Requisitions with an RDP that has an earliest delivery date that is within the standard UMMIPS timeframes for the PD will be processed using the time period established for that PD.
2. Requisitions with an RDP that has an earliest delivery date that is longer than the standard UMMIPS timeframes for the PD will not be placed on backorder. If stock is not available, the requisition will be referred or rejected back to the customer. If stock is available, an MRO will be issued to the storage facility. The shipping activity will establish necessary control mechanisms to provide timely shipment to the customer.
3. Requisitions that cannot be delivered within the RDP will be rejected with CB status.
4. RDP procedures do not apply to FMS or Grant Aid requisitions.

#### G. SUPPLY SOURCE PROCESSING OF REQUISITIONS FOR NONCONSUMABLE ITEMS FROM A NONREGISTERED USER

1. If the PD is 01-08, the requisition will be processed for issue. Supply Status Code DS will be furnished to the requisitioner.
2. If the PD is 09-15 and assets are available above the ROP, the requisition will be processed for issue. Supply Status Code DS will be furnished to the requisitioner.
3. If the PD is 09-15 and assets are not available above the ROP, the requisition will be rejected with Status Code CC or CN, as appropriate.

#### H. FURNISHING STATUS

Chapter 4 prescribes and defines the various types of status data to be furnished on requisitions and in response to followups, cancellations, and modifier transactions.

#### I. SUPPLY SOURCE PROCESSING OF SUBSISTENCE REQUISITIONS

Subsistence requisitions will not be backordered. Subsistence requisitions will be processed to meet specific RDD.

#### J. MAINTENANCE OF REQUISITION HISTORY RECORDS

Supply sources will retain accessible requisition history records for a minimum period of 6 months after closing of requisition records by cancellation, rejection, or shipment to provide responsive replies to followup inquiries.

**K. REJECTION OF REQUISITIONS**

Rejection of requisition transactions may be accomplished by supply sources using the appropriate status codes prescribed in appendix B16. Supply status transactions with appropriate status codes will be furnished requisitioning activities under chapter 4 as notices of requisition rejection, with the reason for such action indicated by status code.

**L. RESERVED**

**M. RELEASE OF MATERIEL OBLIGATIONS**

A materiel obligation is that quantity of an item requisitioned which is not immediately available for issue, but which is recorded as a stock commitment for future issue. Supply sources will establish procedures for the partial release of the materiel obligation when assets are insufficient to satisfy the entire demand consistent with the PD and delivery requirements of the requisition involved.

**N. RESERVED**

**O. PREPARING MATERIEL RELEASE ORDERS**

1. MROs, when used, are prepared by the supply source as a result of processing requisitions against inventory records and determination that materiel is available. MROs are issued to the storage site within the same supply distribution complex of the source having processed the requisition. MROs are used as a directive for release and shipment of materiel from stock and result in the preparation of DD Form 1348-1A. Preparation of MROs will be accomplished using the format reflected in appendix C11. The DD Form 1348-1A may be used in lieu of the MRO.

2. Requisitions or MROs which contain Advice Code 2T and do not contain a date in rp 62-64 will be processed under the assigned PD without regard to the advice code.

**P. MATERIEL RELEASE CONFIRMATION**

1. The MRC transaction serves as advice from a nonaccountable storage site to the supply source which initiated the MRO, of supply action taken. MRC transactions will be prepared using the format contained in appendix C13.

2. When the quantity shipped is:

a. Greater than the quantity requested in the MRO due to unit pack characteristics, the MRC will contain DI ARA.

b. Less than the quantity requested in the MRO due to unit pack characteristics, the MRC will contain DI ARB.

3. When the quantity shipped has not been adjusted for unit pack characteristics, the MRC will always contain DI AR0 and show the quantity actually shipped. DI AR0 will be used for confirmation of a partial quantity shipped when the remainder is being denied. Use paragraph U.4. to furnish MRCs in response to DI AF6 followups.

4. Supply sources will follow up on storage facilities at least once every 30 days for unconfirmed MROs which are 7 days old for PDs 01-08 and 15 days old for PDs 09-15.

## Q. STORAGE ACTIVITY DENIALS OR REJECTION OF MATERIEL RELEASES

1. MRDs are prepared by storage sites and transmitted to the supply source which initiated the MRO as notification of negative action on the MRO. MRDs will be prepared in the format reflected in appendix C15 and will show the quantity denied and appropriate management code.

2. If the storage activity cannot meet the delivery timeframe specified by the RDP in rp 62-64, DI AE6/CB status will be provided to the supply source. The supply source will advise eligible status recipients (applies to conventional ammunition requisitions only).

## R. RESERVED

## S. INITIATING PASSING OR REFERRAL ORDERS

1. Passing or referral orders are the transactions used by a supply source to pass or refer a requisition to another source for continued supply action. Supply sources receiving a passing or referral order will perpetuate the same DI when referring the requisition to another supply source for continued supply action or create an MRO for continued supply action and release of materiel. See appendices C20 and C21 for passing and referral order formats. The date of receipt of the original requisition will be entered in rp 67-69 of the referral order.<sup>2</sup>

2. Non-NSN requisitions (mechanical), when passed or referred, will be forwarded to another supply source as follows:

a. If there are no reference data in rp 70-80, AUTODIN or message will be utilized.

b. If there are reference data in rp 70-80, it will be the option of the passing/referring activity to omit either the reference data and forward by AUTODIN or message or perpetuate pertinent reference data and forward by mail.

3. When a SICA receives a requisition for a nonconsumable item from a SICA activity, the SICA may determine supply action if stocks are normally held for this purpose, or the SICA may forward the requirement to the PICA. If forwarded to the PICA, the SICA must record the requisition as received from the SICA requisitioning activity and recode the requirement, as necessary, with the PICA's RI and the appropriate combination of M&S, SUPADD, signal, fund, distribution, and/or project code which will ensure PICA output of status, billing, MOV requests, and consignment instructions consistent with the SICA service's nonconsumable item program implementing instructions. If the SICA elects to use M&S 8, the SICA must identify itself in rp 54 and will not provide the SICA requisitioning activity with BM supply status. The SICA will provide the SICA requisitioning activity with status received from the PICA based on the data elements and coding contained in the original requisition.

## T. RESERVED

## U. PROCESSING FOLLOWUPS

1. Followup transactions will be processed to determine the current status of requisitions, cancellation requests previously submitted, or the DoDAAC of the initial (origin) transportation shipping activity when the shipment originated from a location other than the supply source. Time standards for

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<sup>2</sup>For referral orders submitted to the SMCA that are backorder releases from the Service ICPs, rp 67-69 will contain 888.

dispatching status in reply to followups established for the distribution system (excluding DI AFC followups) are as follows:

- a. For PD 01-08, dispatch status within 2 days from the date of receipt of the followup.
  - b. For PD 09-15, dispatch status within 5 days from the date of receipt of the followup.
2. Processing points, upon receipt of DI AT\_ followups for which there is no record of the original requisitions, will process the followups as requisitions unless Status Code BF has been previously provided in response to an earlier cancellation request under chapter 4. This will be accomplished by changing the followup DI to the appropriate DI within the "A" series and following the normal processing routine for requisitions. However, the DI AT\_ series transaction will only be processed as a requisition after a thorough review has been accomplished in order to preclude duplicate shipments. Status will be furnished under chapter 4.
3. Processing points, in receipt of followups in the DI AT\_ series for which there is a record of the original requisition, will furnish supply or shipment status under chapter 4.
4. A storage activity, in response to a DI AF6 followup initiated by a supply source, will respond with shipment confirmation, denial, or supply status information, as appropriate.
- a. On an MRO being shipped, or which has been shipped, the storage activity will respond with an MRC, DI AR0, ARA, or ARB, after shipment.
  - b. On an MRO in the process of being denied, the storage activity will respond with an MRD, DI A6\_. When the MRO was previously denied, the response will be supply status, DI AE6, with Status Code BY in rp 65-66, the quantity denied expressed in rp 25-29, and the reason for denial expressed by the appropriate management code in rp 72.
  - c. On an MRO for which both partial shipment and partial denial occur, the procedures in subparagraphs a. and b. above apply for the appropriate respective quantities, except MRC; DI AR0 will be used for the partial quantity shipped or in the process of being shipped.
  - d. On an MRO on which shipment is being delayed, the storage activity will respond with supply status, DI AE6, with Status Code BA in rp 65-66, and ESD in rp 70-73.
5. Storage activities will use DI AE6 with Status Code BE to respond to supply source followups if the storage activity has a record of the MRO but no record of having taken action in response to the MRO. Supply sources in receipt of this status will validate the original requirement with the requisitioner (rp 30-35) or for GFM requisitions with the MCA designated by distribution code in rp 54 by narrative message. The MCA is responsible for taking the necessary action to validate GFM requirements with the requisitioner and the supply source. If the requested materiel has not been received, and the requisitioner's or the MCA's response indicates a continued valid requirement, the processing point will generate an MRO modifier, DI AM\_ transaction, which contains the same data as the original MRO. Storage activities in receipt of MRO modifiers will process them using paragraph Y.
6. Storage activities responding to a followup initiated by a supply source on an MRO for which no record is held at the storage activity will utilize a DI AE6 with BF supply status.
7. Supply sources in receipt of storage activity responses to DI AF6 followups will furnish appropriate status to eligible recipients using chapter 4.

8. Requests for supply assistance and followup inquiries requesting improvement in ESDs (DI AFC) require management decisions relative to supply requirements which are not normally programmed in a manner to permit mechanical processing. DI AFC transactions (on PD 01-08 requisitions only) should be manually reviewed to permit a determination as to whether the ESDs can be improved. Receipt of the AFC transactions at the supply sources serves as a notification of the need for the concerned materiel to be received by consignees on dates earlier than those which would result from the shipments accomplished using the supply source ESDs. The actual date of the requirement need is the prerogative of the requisitioning activity. Any advancement of the ESDs, including a single day, will be considered by supply sources as an improvement. Management decisions, designed to improve ESDs, should include one or more of the following and/or any other additional actions which will cause improvement in ESDs:

- a. Cannibalization of existing equipment.
- b. Acceleration of repair programs.
- c. Offers of interchangeable or substitutable items.
- d. Diversion of materiel shipments.
- e. Supply from reserve assets.
- f. Supply from known station or depot excess stocks.
- g. Supply resulting from screening of materiel held pending classification.

9. During the course of actions taken to improve ESDs, followup inquiries will not be construed by supply sources as authority to override any requirements of equal and/or higher priority. Consideration will not be given to diversion of any assets required to satisfy requirements of equal and/or higher priority.

10. When determination is made that requested improvement in ESDs can be accomplished, the revised ESDs will be transmitted to status recipients. When actions taken by management do not result in improved ESDs, status recipients will be provided with the latest status applicable to the requisitions concerned. Responses to DI AFC followups may be in abbreviated message format (appendix A12) at the option of the supply sources.

11. Upon receipt of a followup on a previously submitted cancellation request (DI AK\_), supply sources will:

- a. Provide status under the procedures of chapter 4, if the original cancellation request has been processed.
- b. Process the DI AK\_ followup as a cancellation request and provide status under the procedures of chapter 4, if the original cancellation request was not received.

12. Supply sources in receipt of followups on requisitions for which lateral redistribution action was taken will provide applicable status as follows:

- a. if the current status is BA and the ESD or the UMMIPS timeframes, which ever applies, has not passed, provide BA status with the appropriate ESD to the requisitioner.

b. If the current status is BA and the ESD or the UMMIPS timeframes, which ever applies, has passed, provide B5 status to the requisitioner and generate a DI AF6 with the RI of the reporting activity in rp 4-6 and a 2 in rp 54.

c. If the current status is positive shipping status DI AS\_, provide DI AS\_.

13. Supply sources in receipt of responses to DI AF6 followups will furnish appropriate status to eligible recipients using chapter 4.

14. Processing points passing DI AF\_, AT\_, or AK\_ followup transactions to another SOS for continued action will place their RI code in rp 67-69 of the followup transaction. Processing points receiving such passed transactions will not automatically pass such transactions back to the processing point from which the transaction was received (for example, the RI "From" in rp 67-69) without obtaining the prior agreement of that activity.

#### V. RESERVED

#### W. PROCESSING REDISTRIBUTION ORDERS

1. RDOs are originated by an IMM to direct release of materiel from a supply distribution activity to another within the same distribution system.

2. For intra-Service use, an RDO may be used to direct release and shipment of materiel from a post, camp, station, or base to another similar activity to satisfy a specific demand.

3. RDOs will be prepared in the appendix C22 format.

#### X. RESERVED

#### Y. PROCESSING REQUISITION AND MATERIEL RELEASE ORDER MODIFIER DOCUMENTS

1. Supply sources will process requisition modifier transactions to provide for modification of requisitions on backorder or for which MROs have not been processed to storage activities. The corresponding original requisitions in process, and materiel obligations, will be recycled under S/A policy and normal processing actions will be continued to accommodate the modifier PD or RDD/RDP

a. Modification of MROs is at the discretion of the S/As. However, modifications will not be processed against requisitions for which LROs of retail assets have been generated.

b. Modification of requisitions which have been submitted to procurement sources for direct delivery is not required, except for requisition modifier documents which contain:

(1) A revised Country FMS offer/release option code (rp 46) and/or FF code (rp 47), in the format shown in appendix C19 (DI AMF).

(2) Expedited Handling Signal 555 in the RDD/RDP data field, rp 62-64, in the format shown in appendix C19 (DI AMP).

(3) Changes to the SUPADD and signal fields in the format shown in appendix C19 (DI AMF). The signal code will be indicated in rp 77.

c. The application of modifiers on requisitions for which split actions have been taken by the supply source is at the option of the S/As.

d. Supply sources will provide status after processing requisition modifier documents as follows:

(1) When the modifier transaction contains invalid entries for data elements listed in chapter 2, which would require rejection under requisition edits prescribed in paragraph A.1., the modifier request will be rejected by means of D7 supply status (DI AE\_). Note: This supply status transaction will contain the same data fields as on the unmodified requisition, except for the status code (rp 65-66) and transaction date (rp 62-64). This will allow the initiator of the DI AM\_ to rebuild the requisition as it appears on the supply source records.

(2) When the requisition modifier transaction is not honored because the requested modifications cannot be made, supply sources will provide B2 supply status to the activities designated on the unmodified requisition. Note: This supply status transaction will contain the same data fields as on the unmodified requisition, except for the status code (rp 65-66) and transaction date (rp 62-64). This will allow the initiator of the DI AM\_ to rebuild the requisition as it appears on the supply source records.

(3) When the requested modifications have been successfully processed, BK supply status will be provided.

e. In addition, when modifier transactions are processed, supply sources will use the M&S and distribution codes to provide the latest supply or shipment status.

f. Supply sources will process requested modifications only when all data fields can be modified, as requested. If this cannot be done, reject the modifier with B2 status.

2. When S/As modify MROs, a modifier transaction will be prepared and transmitted to the applicable storage activity. The modifier transactions will be prepared as a result of processing requisition modifier transactions. The MRO will be identified with DI AM\_ as prescribed in appendix B1.

a. Storage activities, upon receipt of MRO modifier transactions, will modify the original MRO whenever the modifier is received prior to the actual printing of the DD Form 1348-1A. This will be accomplished by matching the document numbers of modifier transactions with document numbers of MROs having been previously received, including match of suffix codes.

b. These modified transactions will be processed in the normal manner prescribed for MROs.

c. When storage activities receive MRO modifier transactions for which they have no record of the original MRO, they will process the modifier transactions as new MROs.

d. Storage activities will provide supply status (DI AE6) to supply sources when requested modifications are or are not accomplished, citing Status Code B2 or BK.

3. When supply sources receive modifier transactions for which there is no record of the original requisition, process the requisition modifier transactions as a new requisition unless Status Code BF has been previously provided in response to an earlier cancellation request as specified in chapter 4.



4. When modifiers are referred to another supply source, the referring activity will enter the RI of the activity to which the requisition was referred in rp 4-6 and their own RI in rp 67-69 of the DI AM\_ transaction and retransmit. Processing points receiving such passed transactions will not automatically pass such transactions back to the processing point from which the transaction was received (for example, the RI "From" in rp 67-69) without obtaining the prior agreement of that activity.

## Z. RESERVED

## AA. PROCESSING SINGLE LINE CANCELLATION REQUESTS

1. Supply sources, procurement, storage, and reporting activities will process single line cancellations (DI AC\_) as prescribed herein and in paragraphs AB. through AH. Policies and procedures for processing requests for mass cancellation of multiple lines/requisitions are provided in chapter 8.

2. Supply sources and procurement and storage, and reporting activities are responsible for exercising the fullest practical resourcefulness in preventing the issue and shipment of unwanted materiel. The practical considerations involved in processing cancellation requests include such factors as time, related packing and handling costs, the dollar value, and location of materiel for which cancellation is requested.

3. General rules for the disposition and diversion of materiel which has been shipped are as follows:

a. Supply sources are responsible for providing diversion and/or disposition instructions for all items under their cognizance destined for OCONUS which have progressed to the point where procurement actions cannot be terminated or shipment into the DTS has occurred. When OCONUS shipments have been lifted from CONUS terminals, the responsibility for diversion or disposition is that of the consignee, the appropriate commander, or Service headquarters.

b. Supply sources may request diversion or disposition instructions from S/A contact points designated in chapter 8, figure 8-1 column 1, for both nonstocked and non-NSN items. However, supply sources may, based on their stock position, divert materiel to depot stock.

c. S/As may predetermine and designate alternate consignees so that the DoDAAC of these activities may be inserted in subsequent MILSTRIP and/or MILSTAMP transactions. These predetermined destinations will be based on considerations in subparagraphs 2. and 3.a., above, and may vary by NSN, FSC, or FSG.

d. When OCONUS shipments cannot be diverted or held for disposition, storage and procurement activities will advise supply sources when elements of the DTS were unable to accomplish the desired shipment diversion or hold. The supply source will provide shipment status (DI AU\_) to all eligible recipients of status. These transactions will contain a numerical day of the year in rp 57-59, as provided by the clearance authorities, indicating the day on which the shipment was lifted from the terminal for delivery OCONUS.

e. When diversion of OCONUS shipments is accomplished by the DTS, supply sources will furnish all eligible recipients supply status (DI AE\_) with Status Code B6. The advice of actions taken by the DTS will be provided under MILSTAMP (reference (p)).

f. Supply sources will automatically initiate cancellation action for unfilled quantities of materiel obligations or open requisitions upon deletion of a DoDAAC from the DoDAAD (reference (r)). Applicable supply and shipment status will be furnished to authorized recipients and, in the event DAAS does not have a recorded DoDAAC, the status will be disposed of.

g. Costs incurred in cancellations/diversion will be billed as provided in paragraph AB.9., below.

h. No attempt will be made to stop or divert shipments to CONUS (domestic) consignees once released for shipment, regardless of mode of shipment.

#### AB. SUPPLY SOURCE PROCESSING OF SINGLE LINE CANCELLATION REQUESTS

1. DIs AC1, AC2, and AC3 cancellation requests (appendix C6) will be processed under paragraph A.2., above, including distribution of initial status, as follows:

a. First, against backorders in the following order of assigned status codes: BB, BC, BD, BZ, and BV.

b. Second, against unconfirmed shipments (Status Code BA).

c. Third, confirmed OCONUS shipments (DI AS\_ and/or AR\_), when shipped (to surface/aerial POEs and SEAVAN assembly points) prior to ICP receipt of DI AC\_ transactions in less than 45 days for surface mode and 10 days for air mode.

d. Fourth, against all other status.

2. Processing points passing DI AC\_ cancellation transactions to another SOS for continued action will place their RI in rp 67-69 of the cancellation transactions. Processing points receiving such passed transactions will not automatically pass such transactions back to the processing point from which the transaction was received (for example, the RI "From" in rp 67-69) without obtaining the prior agreement of that activity.

3. Cancellation actions will be initiated/accomplished against the quantity in rp 25-29 of the DI AC\_ transaction received. When the quantity in a cancellation request cannot be determined because of garbled or improperly punched entries, the requisition quantity or fill or backordered quantity will be edited for a quantity of one. If the quantity is equal to one, the cancellation request should be processed. Otherwise, the request will be rejected to the activity designated by the third position of the DI AC\_ transaction using DI AE\_ with Status Code CD.

4. Cancellations processed will be edited to preclude duplicate cancellations. As a minimum, this edit will compare quantity (rp 25-29), transaction document number (rp 30-43), suffix (rp 44), and the numerical day of the year of preparation (rp 62-64). Duplicates will be discarded. All other cancellations will be processed as received. When a DI AC\_ transaction is received with a blank or garbled day of preparation (rp 62-64), the original day of receipt at the supply source will be entered and processing will continue.

5. Regardless of dollar value or quantity, cancellation requests will be processed to immediately cancel quantities for which LROs or MROs (DD Form 1348-1A) and purchase requests have not been submitted to reporting activities or depot/storage and procurement activities.

6. If the quantity in the cancellation request is equal to or less than the backorder quantity at the supply source (Status Code BB, BC, or BD), cancellation will be immediately effected and supply status (DI AE\_) with Status Code BQ will be provided all authorized recipients of status. Since cancellation action cannot be effected immediately on requisitions in Status Code BV, supply status (DI AE\_) with Status Code B9 will be furnished all authorized recipients of status.

7. If the quantity in the DI AC\_ cancellation request is greater than the backorder quantity (if any), but equal to or less than the recorded requisition quantity, the supply source will initiate cancellation action under criteria prescribed in subparagraph 1., above. This criteria and chapter 6 apply to FMS and MAP Grant Aid requisitions. When the cancellation request is greater than the recorded requisition quantity, cancellation action will be initiated on the recorded quantity.

8. When cancellation requests are against released shipments or direct vendor deliveries with Status Code BV, the supply source will consider diversion of the materiel to depot stock or to fill other demands/backorders, or contract termination, as appropriate. The foregoing also applies to nonstocked and non-NSN materiel at S/A option, when there is a foreseeable demand for the item.

9. In the event actions in subparagraph 8. above are taken, Status Code B4 may be furnished to indicate that the activity designated by the signal code in the canceled requisition may be billed as follows:

a. Transportation costs for returning the materiel to depot/storage and/or procurement termination costs when it is determined that termination is in the best interest of the Government.

b. Specific instructions concerning materiel, transportation charges, and credit allowances are contained in MILSBILLS (reference (s)).

c. In addition to costs in subparagraph 9.a., above, when applicable, rebuilding costs and other expenses incurred in canceling FMS and MAP Grant Aid requisitions will be billed by the supply source, under DoD 5105.38-M (reference (t)). (Also, see chapter 6.)

10. Demand data previously recorded will be reversed by the quantity actually canceled or diverted into the storage activity based on a cancellation request.

11. Notice of the success or failure of cancellation or diversion actions will be provided to all eligible status recipients, identified in the original requisition under chapter 4. This notice will be in the format of supply status (DI AE\_) or shipment status (DI AU\_) as follows:

a. Supply status (DI AE\_) with Status Code B4, B6, BQ, BR, or BS applies to cancellations/diversions accomplished.

b. Supply status (DI AE\_) with Status Code B9 indicates that cancellation/diversion action is being attempted.

c. Shipment status (DI AU\_) will be furnished to indicate that cancellation/diversion was not accomplished.

d. Supply status (DI AE\_) with Status Code B8 will be furnished when cancellation was not accomplished and Status Code B9 was previously furnished.

e. Supply status (DI AE\_) with Status Code BF will be furnished to indicate no record of the document for which the cancellation request was submitted.

f. Supply status (DI AE\_) with Status Code B\_, C\_, or D\_ will be furnished for those transactions where the supply source has a record of a previous cancellation or rejection.

## AC. SUPPLY SOURCE SUBMISSION OF SINGLE LINE CANCELLATION/ DIVERSION REQUESTS TO PROCUREMENT

1. These requests may be in mechanical record format or by manual instructions.
2. Transactions will be prepared in the format of appendix C8. DI ACP will be used to identify the transactions submitted to procurement. Entry of the PIIN or PRN will be dependent upon whether a PIIN has been assigned to a contract and is known to the supply source at the time of receipt of cancellation requests. When the PRN is used, the DoDAAC of the consignee to which shipment is to be diverted should be reflected in rp 45-50. When the supply source does not desire diversion, rp 45-50 will be left blank.
3. A manual request for cancellation/diversion submitted to the procurement activity will contain the following minimum information:
  - a. Notification that the transaction is a request for cancellation or diversion.
  - b. Identification of the supply source submitting the request.
  - c. The stock or part number or description of the item involved.
  - d. The quantity of the item to be canceled/diverted.
  - e. The original requisition document number and the suffix code, if applicable.
  - f. Identification of the ship-to and mark-for addresses, as contained in the applicable purchase request.
  - g. The PIIN, if known; otherwise, the PRN and date of the purchase request.
  - h. Diversion or hold instructions to include coded and in-the- clear, ship-to, and mark-for addresses for shipment if diversion is to be accomplished.
4. Cancellation/diversion requests will be submitted to procurement activities:
  - a. Regardless of dollar value/quantity in the request, when purchase requests have been submitted but contracts have not been awarded. This applies to items/quantities in Status Code BZ. (See chapter 4.)
  - b. For items/quantities on awarded contracts/purchase agreements and the dollar value of the cancellation/diversion action exceeds \$200.
5. Supply sources will decide whether the cancellation/diversion or hold actions will be suspended or continued. Decisions to continue cancellations or diversions will be provided to procurement activities by cancellation request documents prepared in the manual format and containing the notation: "Decision for cancellation or diversion by supply source." (See paragraphs AA.3.a. and AE.5.)
6. Cancellation/diversion requests or requests for determination as to whether cancellation is in the best interest of the Government will not be submitted to procurement activities when:

a. The dollar value of the request is less than \$200.<sup>3</sup>

b. DD Form 250, Material Inspection and Receiving Report, SPN, vendor shipment notice, or equivalent is on record indicating:

(1) Shipments to CONUS consignees were released to carriers regardless of dollar value.

(2) Shipments to OCONUS consignees were previously released to carriers, and the number of days prescribed in paragraph AB.1.c., have elapsed. Chapter 6 applies to FMS and MAP Grant Aid requisitions.

(3) Shipment/delivery by **priority** mail or parcel post. In this case, shipment status (DI AU\_) will be furnished in response to DI AC\_ cancellations received.

7. Notice of the success or failure of cancellation or diversion actions will be provided to all eligible status recipients, identified in the original requisition under the procedures of chapter 4. This notice will be in the format of supply status (DI AE\_) or shipment status (DI AU\_) as follows:

a. Supply status (DI AE\_) with Status Code B4, B6, BQ, or BS applies to cancellations/diversions accomplished.

b. Supply status (DI AE\_) with Status Code B9 indicates that cancellation/diversion action is being attempted.

c. Shipment status (DI AU\_) will be furnished to indicate that cancellation/diversion was not accomplished.

d. Supply status (DI AE\_) with Status Code B8 will be furnished when cancellation was not accomplished and Status Code B9 was previously furnished.

#### **AD. RESERVED**

#### **AE. PROCUREMENT ACTIVITY PROCESSING OF SINGLE LINE CANCELLATION/DIVERSION REQUESTS**

1. DI ACP and manual cancellation/diversion requests will be processed in the sequence of PDs.

2. Immediate cancellation action will be taken when contracts have not been awarded and/or firm orders have not been issued/placed.

3. Procurement activities will advise the supply source of contractual agreements which may result in unfavorable cost conditions if cancellation, diversion, or holding actions are accomplished. Supply sources will decide whether the cancellation, diversion, or hold actions will be suspended or continued. Decisions to continue cancellation or diversion will be provided to procurement activities by cancellation request documents prepared in the manual format and containing the notation: "Decision for cancellation or diversion by supply source."

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<sup>3</sup>As an exception for intra-Service use only, cancellation/diversion may be submitted to procurement regardless of dollar value when critical/short supply items are affected.

4. The cost of diversion or shipment hold actions will be provided to the supply source for billing under paragraph AB.9. Costs incurred in contract termination and diversion will also be furnished to supply sources to permit billing as prescribed in paragraph AB.9.

5. Procurement activities are required to initiate actions with clearance authorities to cause diversion of shipments at terminals. (Not applicable to transactions resulting from mass cancellations.) (See chapter 8.) Procurement activities requiring diversion instructions in the instances when rp 45-50 are blank will request these instructions from the activity designated by the RI code in rp 78-80. Such requests will be accomplished by telephone or message.

6. When the above cancellation/termination or diversion/hold actions would not be in the best interest of the Government, the supply source will be so advised and requested to furnish a decision by a specified date.

7. Actions to cancel, divert, or terminate contracts will be initiated within 1 working day from the receipt of cancellation requests. These actions will be completed as expeditiously as possible, but will not exceed 5 working days for PD 01-08 requests and 10 working days for PD 09-15 requests. When multiple cancellation requests are received on the same day, consideration will be given to the priority of the requests, OCONUS destination, the dollar value of the materiel, and the status of the contract involved.

8. The procurement activity will advise the supply source that the attempted stop/diversion action has/has not been accomplished by the DTS within 2 working days of receiving the confirmation/denial notification from the DTS.

#### AF. SUPPLY SOURCE PROCESSING OF CANCELLATION REQUESTS FOR LATERAL REDISTRIBUTION ORDERS OF RETAIL ASSETS

1. Supply source cancellation requests will be submitted to reporting activities regardless of dollar value and quantity when Status Code BA is recorded, but shipment status (DI AS6) has not been received. The DI AC6 will contain the RI of the reporting activity in rp 4-6 and Distribution Code 2 in rp 54. The supply source will provide DI AE\_ with Status Code B9 to all eligible status recipients.

2. If shipment status has been received, provide DI AU\_ status to all eligible status recipients.

3. Supply sources in receipt of responses to DI AC6 will furnish appropriate status to all eligible recipients.

#### AG. SUPPLY SOURCE SUBMISSION OF SINGLE LINE CANCELLATION/DIVERSION REQUESTS TO STORAGE ACTIVITIES

1. Supply source cancellation requests (DI AC6) or followups on cancellation requests (DI AK6), in the format of appendix C7, will be submitted to storage activities:

a. Regardless of dollar value and quantity when Status Code BA is recorded, but an MRC has not been received. This applies to PD 01-15 requisitions/MROs/DD 1348-1A for U.S. Forces, CONUS and OCONUS, FMS, and MAP Grant Aid.

b. When the MRC is recorded on an OCONUS shipment which was released to carrier for shipment to POE, less than 45 days by surface mode or less than 10 days by air mode, and the dollar value of the shipment exceeds \$200. Also, chapter 6 applies to FMS and MAP Grant Aid requisitions.

2. The DI AC6 will contain the DoDAAC of the activity to which shipments will be diverted in rp 45-50, when shipment has already been released. When the supply source does not desire or cannot provide diversion to a specific activity, rp 45-50 will be left blank. In the latter case, the supply source will obtain and provide alternate destinations, if requested, by storage activities. (See paragraph AA.3.)

3. In the case of an attempted diversion, supply status (DI AE\_) with Status Code B9 will be furnished to eligible status recipients.

4. Supply sources will not provide storage activities with requests for cancellation/diversion when:

a. In receipt of the MRC at the time of receipt of a cancellation request and the item requested for cancellation has a line item value of less than \$200 and is for an OCONUS shipment.

b. Receipt of MRC and OCONUS shipment has been accomplished by parcel post, priority mail, or UPS.

c. When the MRC is recorded on an OCONUS shipment which was released to the carrier for shipment more than 45 days by surface mode or 10 days by air mode prior to the receipt of the cancellation request.

d. Receipt of the MRC and shipment to a CONUS activity was accomplished prior to the receipt of the cancellation request.

5. In instances described in subparagraph 4., above, shipment status (DI AU\_) will be furnished to eligible status recipients.

6. A Followup on Cancellation Request, DI AK6, may be submitted to storage activities as a result of receipt of DI AK\_ by the supply source from the requisitioner, SUPADD, or control activity (rp 54). A DI AK6 may also be forwarded to the storage activity by the supply source as a result of nonresponse to a previous DI AC6.

7. DRMS will forward cancellation requests (DI AC6) or followups on cancellation requests (DI AK6) to DRMOs when an MRC (DI AR\_) has not been received for item(s) requisitioned from property disposal. If the MRC has been received from the DRMO, shipment status (DI AU\_) will be forwarded by DRMS to eligible status recipients.

#### **AH. STORAGE ACTIVITY PROCESSING OF SINGLE LINE CANCELLATION/ DIVERSION REQUESTS**

1. DI AC6 transactions will be processed in the sequence prescribed in paragraphs A.2., AB.1.b., AB.1.c., and AB.1.d.

2. Records will be maintained to allow a determination as to whether line items shipped were in single line or multiline shipment units and the respective dollar value of each. This will allow identification of shipment units which are susceptible to cancellation and determination as to whether cancellation actions should be continued under the following policies and procedures.

3. To the extent that processing capability is available, the S/As will develop and maintain data to:

a. Allow identification of the depot work area to which shipment processing should have progressed. Work areas for consideration are as follows:

<u>COMPUTER</u>	<u>STORAGE</u>	<u>SHIPMENT PREPARATION</u>	<u>SHIPPING</u>
Mechanized processing of AC6s, and output of DD Forms 1348-1A and stop shipment notices	Bin Area Bulk Area	Preservation Packaging Packing Consolidation Parcel Post	Consolidation Air Freight Motor (Truck) Freight Rail Freight

b. Include the maximum time experienced in processing DD Form 1348-1A shipments in each of the above work areas (within total time allowed by DoDD 4140.1R (reference (e)) from receipt of MRO to release to transportation). Such data would provide a basis for determining the work areas where stop shipment action could most likely be taken on receipt of a DI AC6. Also, transaction priority should be considered as it affects processing time in hours versus days.

4. The storage activity, upon receipt of a DI AC6, will determine the appropriate work area(s) to which stop shipment notices would be sent when cancellation of an inprocess DD Form 1348-1A shipment is required. The stop shipment notices will include pertinent line item/transaction identification, priority, and information as to whether a single or multiline shipment unit, is involved. A separate stop shipment notice will be issued to the current work area and every other work area through which the shipment would subsequently be processed.

5. Cancellation will be accomplished for all items/quantities for which a DD Form 1348-1A has not been released to storage work areas.

6. Cancellation will be attempted for all items/quantities for which a DD Form 1348-1A has been released to storage work areas and there is no record of transportation release to a carrier, unless:

a. The dollar value is less than \$25 for a single line shipment unit.

b. The dollar value of a single line packed in a consolidated shipment unit is less than \$200.

7. The storage activity will advise the supply source and, if applicable, all eligible status recipients of actions taken in response to cancellation requests (see chapter 4). This notice will be provided as follows:

a. When the storage activity has no record of the MRO receipt, the supply source will be provided DI AE6 status with Status Code BF.

b. When the items have not left the depot and cancellation action is accomplished, respond only to the supply source in the same format as the cancellation request document with the exception that rp 4-6 will contain the RI of the supply source to which the transaction will be transmitted and rp 67-69 will contain the RI of the activity preparing the transaction. This transaction will contain DI AG6.

c. When cancellation is not attempted under the less than \$25/\$200 criteria in subparagraphs 6.a. and 6.b., above, the storage activity will furnish the supply source DI AE6 status with Status Code B8.



d. When the items have been released to a carrier in shipments destined to a CONUS customer, no action will be taken to stop/divert the materiel beyond the point of shipment. The supply source will be provided with reply to cancellation request - MRC (DI AU0, AUA, or AUB) transactions in the format shown in appendix C13 and all eligible status recipients will be provided with Reply to Cancellation Request - Shipment Status (DI AU\_) in the format shown in appendix C17.

e. When the items have been released to a carrier in shipments destined for an OCONUS consignee, the storage activity will initiate actions under MILSTAMP (reference (p)) to stop or divert shipments within the DTS. The supply source will be provided with DI AE6 status containing Status Code B9.

f. The storage activity will not initiate action to stop/divert OCONUS shipments within the DTS when:

(1) The items are consolidated in a multiline shipment unit.

(2) The items were in OCONUS shipments released to carriers for shipment more than 45 days by surface or more than 10 days by air mode prior to receipt of the DI AC6.

(3) The items were shipped to OCONUS customers by priority mail, parcel post, or UPS.

(4) A single line item shipment has a total dollar value of less than \$200.

(5) The single line item shipment unit has a total dollar value of less than \$1,000 and was shipped in consolidation with other shipment units in larger containers; such as, CONEX and SEAVAN.

g. Following receipt of confirmation that shipment stop/diversion action has been accomplished by the DTS, the storage activity will provide the supply source with DI AE6 status containing Status Code B6.

h. When the storage activity does not initiate stop/diversion action with the DTS because of one of the conditions in subparagraph 7.f., above or, when notified that a requested stop/diversion action has not been accomplished by the DTS, the storage activity will provide Reply to Cancellation Request - Shipment Status (DI AU1, AU2, or AU3) to all eligible status recipients and Reply to Cancellation Request - MRC (DI AU0, AUA, or AUB) to the supply source. At the option of the supplying S/A, Reply to Cancellation Request - Shipment Status (DIs AU1, AU2, and AU3) may be provided to all eligible status recipients by the supply source rather than directly by the storage activity. In this latter case the storage activity will only generate the Reply to Cancellation Request - MRC (DI AU0, AUA, or AUB) to the supply source.

8. Storage activities requiring diversion instructions when rp 45-50 of the DI AC6 cancellation is blank will request such instructions from the activity designated by the RI in rp 67-69. Such requests will be made by telephone or message.

9. Actions under subparagraphs 3. through 7., above, will be completed in 2 working days for PDs 01-08 and 5 working days for PDs 09-15.

10. The storage activity will advise the supply source that the attempted stop/diversion action has/has not been accomplished by the DTS within 2 working days of receiving the confirmation/denial notification from the DTS.

AI. REPORTING ACTIVITY PROCESSING CANCELLATION REQUESTS FOR  
LATERAL REDISTRIBUTION ORDERS OF RETAIL ASSETS

1. Reporting activities will attempt cancellation to the maximum extent possible.
2. When the reporting activity has no record of the LRO, the supply source will be provided DI AE6 with Status Code BF and Distribution Code 2 will be entered in rp 54.
3. If cancellation cannot be accomplished, the supply source will be provided DI AE6 with Status Code B8 and Distribution Code 2 will be entered in rp 54.
4. If cancellation can be accomplished, the supply source will be provided DI AE6 with Status Code BQ and Distribution Code 2 will be entered in rp 54.
5. The reporting activity will not attempt diversion of material confirmed shipped.

AJ. DIRECT VENDOR DELIVERY ON MILSTRIP REQUISITIONS

1. In instances where supply of a MILSTRIP requisition is to be accomplished by direct vendor delivery, an interface is required between MILSTRIP and the purchasing operations. This interface will result in an interchange of specific information and documentation between supply sources and procurement activities to ensure:

- a. Transmission of status to designated recipients in an orderly and timely fashion.
- b. Proper marking of shipment containers.
- c. Delivery of materiel using priorities or RDDs.

2. Purchase requests will contain specific in-the-clear and coded data as specified below, which will be perpetuated on procurement instruments and related transactions:

- a. The original MILSTRIP requisition document number, including suffixes when assigned, SUPADD, and signal codes.
- b. In-the-clear, ship-to address of the ultimate consignee and mark-for address, when applicable.
- c. MILSTRIP project code and project name, if applicable.
- d. Schedule of deliveries using RDDs or RADs, whichever is applicable. Items should be listed on procurement requests in descending sequence or delivery or availability dates. (A separate requisition number is required for each delivery date, consignee, and priority.) This sequence would provide for listing items with earliest dates first and will result in the required schedule of deliveries.
- e. Identification and address of the activity to receive the notice or evidence of shipment made by contractors as required by DoD FAR Supplement, appendix F-401, table 2 (reference (u)).

3. Requisitions to be supplied by direct delivery from vendor sources will be identified separately from stock replenishment buys on purchase requests.

AK. RESERVED

## **AL. INTRANSIT CONTROL OF SHIPMENTS TO DEFENSE REUTILIZATION AND MARKETING OFFICES**

### **1. General**

a. These procedures provide for intransit control of property identified by an NSN or part number (and exclude scrap (Supply Condition Code S), waste, nonappropriated fund activity, and lost, abandoned, or unclaimed privately owned personal property) shipped/transferred to a DRMO on a DTID from the time of release by a shipping activity until receipt of the property by the DRMO. The reporting of shipments to DRMS, through submission of DI AS3 shipment status transactions, is applicable to all shipments of usable property directed to DRMOs regardless of dollar value. The DRMS will process, into their intransit control system, only those DI AS3 shipment status transactions with a line item value of \$800 or more per the DIDS TIR and for all shipments of pilferable or sensitive items regardless of dollar value. For the purpose of these procedures, the extended value of the shipment will be determined on the basis of the document number, quantity, and the unit price. The unit price will be obtained from the DIDS TIR or, if a DIDS TIR unit price is not available, the unit price will be obtained from the IDMS "receipt of usable property document" or "receipt document."

b. The use of these controls will provide a central capability to monitor and/or investigate discrepancies in shipments to DRMOs. These controls will also provide a capability for DRMS to furnish information to S/A headquarters concerning the transfer of property to DRMOs. Additionally, these controls may indicate a backlog in receipt processing at a DRMO, requiring assistance by DRMS.

c. These procedures do not negate the authority of the DRMO to refuse acceptance of accountability and physical receipt of certain types and classes of materiel under chapter IV, paragraph D., DoD 4160.21-M (reference (k)). If it is determined that the materiel is not acceptable for these reasons, and the shipment is rejected/returned to the shipper, the DRMO will provide notice of rejection to DRMS under existing procedures. The notice of rejection will purge the DRMS suspense file.

2. Procedures for processing materiel to disposal apply only to usable materiel that DRMOs are authorized to physically accept or provide screening and/or sales service.

3. Documentation required to turn in scrap and waste to a DRMO is specified in chapter IV, DoD 4160.21-M (reference (k)).

4. Categories of materiel that are not physically acceptable in a DRMO are listed in chapter IV, DoD 4160.21-M (reference (k)), and discussed individually in Chapter VI, Property Requiring Special Processing (reference (k)).

5. Some property, because of its peculiar nature, its potential influence on public health, safety, and security, or its potential influence on private industry, must be disposed of in other than a normal fashion. These items must be identified in Block 27 of the DD Form 1348-1A at the time of preparation by the storage activity. This entry will be in-the-clear and contain the minimum wording to properly identify the category of property. See chapter VI, DoD 4160.21-M (reference (k)). In the event that two or more categories are applicable to the same DTID, the most applicable category or the one which identifies an asset requiring the most stringent controls will take precedence.

## **AM. DIRECTING MATERIEL TO THE DEFENSE REUTILIZATION AND MARKETING SERVICE**

1. Supply sources will utilize the DRO (DI A5J) and related transactions to direct and control issue of supply system stocks on their accountable records to disposal. DROs are transmitted to the storage site having custody of the stock and result in the preparation of the DD Form 1348-1A.

Preparation of DROs will be accomplished under the appendix C12 format. When the quantity to be transferred to disposal exceeds the capability of the quantity field, rp 25-29, multiple DROs are required; each DRO prepared for the same item will contain the total retention quantity in rp 55-61. When the quantity to be retained exceeds the capability of the retention quantity field, rp 55-61, the transactions will be processed off-line.

a. The retention quantity in rp 55-61 of the DRO will determine the quantity of materiel to be turned in to disposal by the storage site.

(1) The quantity in rp 55-61 will be retained and all remaining stocks transferred to disposal.

(2) If the quantity onhand is less than the quantity shown in rp 55-61, the storage site will respond under subparagraph d., below.

b. The DRC transaction serves as advice from a nonaccountable storage site to the SOS having initiated the DRO of supply action taken. DRC transactions will be prepared in the appendix C14 format with DI ARJ when the quantity shipped is the same quantity requested in the DRO. The DRC will contain DI ARK when the quantity shipped is greater than the quantity requested in the DRO. The DRC will contain DI ARL when the quantity shipped is less than the quantity requested in the DRO. The SOSs will utilize the DRC with DI ARK/ARL to make appropriate adjustments to the inventory records. If the quantity transferred to disposal exceeds the capability of the quantity field in the DRC, rp 25-29, the confirmation will be processed off-line. ARJ/K/L transactions will be prepared and transmitted on the day materiel is delivered to the carrier for shipment to the DRMO. Preparation of DI ARJ/K/L will not wait for receipt of a "driver's control copy" or signed receipt copy of the DTID to be returned. When a DRC (DI ARJ/K/L) is not used to confirm shipment of materiel to a DRMO, the DI AS3 transaction will be generated simultaneously with the DI A5J/FTR or other transaction authorizing/directing shipment to disposal. This procedure is authorized when circumstances (such as local transfers, use of available organic transportation, or other substantiating conditions) make the use of the ARJ/K/L unnecessary.

c. The disposal release followup transaction (DI AFJ) will be used by the SOS to follow up on storage facilities for unconfirmed DROs 10 days after the date the DRO was created. The disposal release followup transaction will be prepared in the DRO format.

(1) If the DRO has been complied with, the storage facility will respond as indicated in subparagraph b., above.

(2) If the DRO has not been complied with and shipment is anticipated, the storage facility will respond using the appendix C14 format with DI AEJ and the ESD in rp 57-59.

(3) If there is no record of the DRO, the storage facility will respond with BF status (rp 65-66)/DI AEJ using the appendix C14 format.

(4) If the DRO has been denied (DI A6J), the storage activity will respond with BY status/DI AEJ using the appendix C14 format.

d. DRDs are prepared by the storage site and transmitted to the appropriate SOS having prepared the DRO as notification of negative action on the DRO. Preparation of the DRDs will be accomplished under the format referenced in appendix C16 and will contain DI A6J. SOSs will utilize the DRD to make appropriate adjustments to the inventory records.

e. Disposal release cancellations are prepared by SOSs having initiated DROs and transmitted to storage sites when it is determined that disposal actions should be discontinued. SOS cancellation requests will be submitted only in those instances when DROs are unconfirmed. Disposal release cancellation transactions will be prepared in the same format as the original DRO and will contain DI ACJ. Storage activity response to the cancellation request will be by one of the following transactions:

(1) When shipment has been made, response to the SOS will be a DRC.

(2) When cancellation is accomplished, response to the SOS will be prepared in the same format as the cancellation request, with the exception that rp 4-6 will contain the RI of the SOS to which the transaction will be transmitted and rp 67-69 will contain the RI of the activity preparing the transaction. This transaction will contain DI AGJ.

f. A disposal release cancellation followup transaction (DI AKJ) may be submitted by the SOS to obtain the latest status of a disposal release cancellation. The disposal release cancellation followup transaction will be in the same format as the original disposal release cancellation (appendix C12) and will be processed by the storage site as a cancellation request provided the original request was not received. If the original request has been received and all required actions have been completed, the storage site will respond to the disposal release cancellation followup by duplicating the previously submitted documentation.

2. SOSs will utilize the reply to excess report (DI FTR) to notify the reporting activity that the quantity reported is in excess to SOS requirements and that further action is authorized under appropriate S/A procedures. See chapter 9, this manual, for detailed instructions.

## **AN. PROCESSING MATERIEL TO THE DEFENSE REUTILIZATION AND MARKETING SERVICE**

1. The transfer of materiel to a DRMO on a DTID requires authority for disposal which must be indicated on the DTID by entry of the appropriate disposal authority code (appendix B26). The DRMO will reject shipments when a disposal authority code has not been entered on the DTID. The disposal authority code will be perpetuated in receipt reporting between the DRMO and the DRMS where accessible history file records reflecting stock numbers, quantities, document numbers, disposal authority codes, and extended dollar value of shipments will be maintained for 2 years.

a. Headquarters DRMS is the focal point for all intransit control reporting and will maintain the central file of all intransit transactions up to 3 years. Activities lacking an ability to prepare mechanically processable transactions and/or electrically transmit them to DRMS will arrange for such preparation and/or AUTODIN transmission of the intransit control transactions by the nearest facility having such capabilities. When support from another activity cannot be obtained, mail the transactions to the DRMS.

b. Activities will direct/process all materiel to disposal using the DTID (DD Form 1348-1A). For each DTID, activities will furnish one DI AS3 shipment status transaction, under chapter 4, to the DRMS for each shipment sent to a DRMO without regard to the dollar value. Activities will prepare and transmit the DI AS3 shipment status transaction, with Distribution Code 9 in rp 54 and the unit price of the materiel in rp 62-68, in the appendix C17 format to the DRMS when a DRC (DI ARJ, ARK, or ARL) is created by the shipping activity reflecting the actual quantity shipped and the date delivered to the carrier for shipment. The DI AS3 shipment transaction, meeting the intransit control criteria, will initiate the suspense file at DRMS which will, as a minimum, contain the following data:

<u>DATA ELEMENT</u>	<u>SOURCE</u>
Document Number	AS3/IDMS Receipt
NSN/FSC/FSG (if available)	AS3/IDMS Receipt
Unit of Issue	AS3/IDMS Receipt
Extended Dollar Value of Shipment (if available)	DIDS TIR
Controlled Inventory Item Code	DIDS TIR
Quantity Shipped	AS3
Date of Shipment	AS3
Quantity Received	IDMS Receipt
Date of Receipt	IDMS Receipt
Extended Dollar Value of Receipt	IDMS Receipt
Dollar Value of Quantity Variance Between Shipment and Receipt (if any)	(Internal Computation)

## 2. Procedures

### a. Defense Reutilization and Marketing Office

(1) The DRMO will accept accountability of the shipment if the materiel is acceptable based on established criteria. Shipments may be acknowledged by the DRMO by furnishing a signed "driver's control copy" of the DTID to the deliverer.

(2) The DRMO will furnish a signed receipt acknowledgment copy of the DTID upon request by the shipping activity. NOTE: The DRMO will always furnish a copy of the signed DTID for all shipments containing quantity discrepancies. The DRMO will note the difference in the quantity received and the quantity shipped on the DTID.

(3) If a discrepancy exists because the quantity received is less than or greater than the quantity entered on the DTID, the DRMO shall notify the shipping activity and local resolution should be attempted. If local resolution is unsuccessful, the actual quantity received will be reported to DRMS as a receipt acknowledgment.

### b. Defense Reutilization and Marketing Service

(1) Under DRMS internal procedures, all property received at a DRMO should be processed into the IDMS accountable records within 10 working days after receipt. When an IDMS "receipt of usable property" or "receipt" is processed by DRMS, it will be compared with the suspense file generated by the shipment status transaction (DI AS3). If no suspense file has been created by an

AS3 transaction, the IDMS receipt will create a suspense file to include data elements specified in chapter 3, paragraph AN.1.b. The suspense file, whether created by an AS3 transaction or by an IDMS receipt, will remain on open file for a period of 1 year from the date it is initiated unless it is closed by one of the actions specified below.

(a) The suspense file will be closed if the receipt matches a shipment status transaction (DI AS3) previously recorded in the suspense file and:

- [1] there is no discrepancy, or
- [2] there is a discrepancy of less than \$800 and the item is not recorded as pilferable/sensitive, or
- [3] the materiel is classified as scrap.

(b) If the receipt matches a shipment status transaction (DI AS3) previously recorded in the suspense file and there is a discrepancy value of \$800 or more, or the discrepancy value is less than \$800 and the item is recorded as pilferable/sensitive materiel, the DRMS will forward a disposal shipment/receipt confirmation followup transaction (DI AFX) (see appendix C5) through DAAS to the activity in rp 30-35 of the AS3.

(c) If, after a period of 21 days from the date of DRMS posting of the receipt, the receipt does not match a shipment status transaction (DI AS3) recorded in the suspense file and the extended value is less than \$800, or the receipt is for "batch" of items received by the DRMO, and the item is not recorded as pilferable/sensitive, no disposal shipment/receipt confirmation followup (DI AFX) will be presented. (NOTE: DRMOs will not batch lot any property that qualifies for intransit control processing.)

(d) If, after a period of 21 days from the date of DRMS posting of the receipt, the receipt does not match a shipment status transaction (DI AS3) recorded in the suspense file and the extended value is \$800 or more, or the item is recorded as pilferable/sensitive materiel, the DRMS will forward a disposal shipment/receipt confirmation followup (DI AFX) through DAAS to the activity in rp 30-35 of the DTID.

(2) When, after a period of 60 days for CONUS and 90 days for OCONUS including Alaska and Hawaii, the receipt applicable to a shipment status transaction (DI AS3) recorded in the suspense file has not been received by DRMS and the extended value of the AS3 is more than \$800 or the item is recorded as pilferable/sensitive (as determined by reference to the AS3 suspense file), a disposal shipment/receipt confirmation followup (DI AFX) will be forwarded through DAAS to the activity in rp 30-35 of the AS3.

(3) If a disposal supply status transaction (DI AE3) or a disposal shipment confirmation transaction (DI ASZ) is not received within 20 days of transmission of the disposal shipment/receipt confirmation followup (DI AFX), DRMS will forward a second disposal shipment confirmation followup transaction using DI AFZ. The record will remain open for a period of 1 year from the date it was originated unless closed by a response to the AFZ followup. When moved from the active file, records will be placed on an accessible history file for an additional 2-year period.

(4) Receipt of DE supply status (DI AE3) will advise DRMS to terminate intransit control processing for the document number in question. If received in response to DI AFX/AFZ with Advice Code 37, a record of the AS3 transaction is not required. Receipt by DRMS of DF supply status will advise DRMS to remove the record from the active suspense file and place the record in an accessible history file for a period of 2 years. If DG supply status is received, intransit control processing for the document number in question is considered complete. DRMS will use its own

procedures to determine why notification of receipt of the materiel had not been sent by the DRMO to DRMS and DRMS will retain an accessible history file record for 2 years. If DH supply status is received by DRMS, intransit processing is considered complete and an accessible history file record will be retained by DRMS for a period of 2 years. If a shipment status transaction (DI ASZ) is received by DRMS, intransit control processing for the document number in question is considered complete. If the quantity does not match a previously received receipt, DRMS will use its own procedures to determine why proper notification of receipt had not been sent by the DRMO to DRMS and DRMS will retain an accessible history file record for 2 years. Accessible history file records will contain NSNs, quantities, document numbers, dollar value of variances (if any), and the identity of applicable shipping activities and DRMOs.

(5) Receipt of BF supply status (DI AE3) in response to a DI AFX or AFZ will remove the record from the active suspense file and place the record in the accessible history file for a period of 2 years.

c. Shipping Activity

(1) Supply organizations in receipt of disposal shipment confirmation followups (DI AFX or AFZ) will ensure that applicable shipping activities review signed receipt documentation (DTID), investigate discrepancies, and provide timely responses (within 10 working days of receipt of the DI AFX or DI AFZ).

(2) To assure that required copies of the DTID are available, shipping activities will file all signed receipt copies when received from the DRMO. Copies will be retained for a minimum of 2 years after the date of the shipment.

(3) Upon receipt of a DI AFX or DI AFZ, the shipping activity will verify the actual quantity receipted for the DRMO, and will respond to the DI AFX or DI AFZ as follows:

(a) If the shipping activity (the activity in receipt of the DI AFX or DI AFZ) has no record of the shipment nor of generating the shipment status (DI AS3) and has not received a signed copy of the DTID, BF supply status will be sent to DRMS.

(b) If it is determined that although shipment status (DI AS3) had been sent, no shipment had been made or no record of shipment, other than the AS3 transaction, can be located, DE supply status will be sent to DRMS.

(c) If a signed receipt copy of the DTID is not available, but investigation indicates that property was removed from the storage area and cannot be located, the shipping activity will perform additional research as determined by S/A procedures, including, if necessary, referral to the appropriate criminal investigative activity. Also, DF supply status (DI AE3) will be sent to DRMS.

(d) If a signed copy of the DTID is available and the quantity receipted for on the DTID is the same as the quantity on the AS3, DG supply status will be sent to DRMS.

(e) If a signed copy of the DTID is available but the quantity receipted for in the DTID is different from that in the original AS3, the shipping activity will perform additional research as determined by S/A procedures, including, if necessary, referral to the appropriate criminal investigative activity. Also, DH supply status will be sent to DRMS.

(f) If the shipping activity (the activity in receipt of the AFX/AFZ) has no record of generating a shipment status transaction (DI AS3) but has received a signed copy of the DTID, a shipment status transaction (DI ASZ) reflecting the quantity receipted for in the DTID will be sent to DRMS.



(4) In all cases of a variance between the quantity on the disposal shipment confirmation followup (DI AFX or AFZ) and the quantity receipted for by DRMO, the shipping activity will initially attempt to resolve the variance by contacting the DRMO involved.

(5) DRMS will provide a Quarterly Intransit to DRMO Report to each S/A MILSTRIP Focal Point and to the DoD MILSTRIP System Administrator. As requested, the DRMS will provide tailored Special Extract Reports. The format and explanation of the Quarterly Intransit to DRMO Report is contained in appendix A34 and is assigned RCS DD-A&T (AR) 1787.

#### **AO. RESERVED**

#### **AP. SHIPMENT TRACING**

Supply sources (including depot or procurement activity when direct vendor delivery is applicable, but excluding small business firms or civilian contractors not required to process followups received from Military sources), upon receipt of a DI AFT, Request for Shipment Tracing on Registered, Insured, and Certified mail/parcel post, will:

1. Initiate tracer action under USPS Regulations to the post office from which the parcel was mailed. Postal Service Form 1510 or other prescribed form will be used.

2. On receipt of the post office response, initiate appropriate action as follows:

a. If notified that the parcel was lost, destroyed, and/or that proof of delivery could not be furnished, notify the consignee by off-line narrative message to include advice to prepare discrepancy reports under Joint Regulation DLAR 4140.55, et al. (reference (v)).

b. If notified that the post office has proof of delivery, notify the consignee (based on the signal in rp 51) by off-line narrative message, including particulars concerning proof of delivery, with an information copy to supply source involved.

3. When the supply source is a small business firm or civilian contractor not required to process followups received from military sources, the AFT Request for Shipment Tracing on registered, insured, and certified mail/parcel post will be forwarded to the ICP for processing.

CODE OR DATA ELEMENT

ENTRY IS BLANK OR INCORRECT

Routing Identifier

Determine correct source and continue processing.

Media and Status

Process as 0.

Stock Number or Appropriate Item Identification

1. If blank, reject.
2. If incorrect, research to determine<sup>4</sup> if the stock number has changed (for example, FSC changed to match the NIIN). As a result of the review, take action as follows:
  - a. If the stock number cannot be identified, reject with appropriate supply status.
  - b. If the FSC is incompatible with the NIIN, check the FSC to determine if it matches a previously assigned FSC. If it matches, change the FSC to the current FSC, continue supply action, and furnish appropriate supply status. If the FSC does not match, reject with appropriate supply status.
  - c. If the stock number has changed (for example, FSC change), or when a manufacturer's part number is assigned to a stock number, change the number to the new stock number and continue supply action. If the changed NSN is managed by another SOS, initiate a passing order and furnish appropriate supply status.

Unit of Issue

Enter correct unit of issue or reject. If rejected, enter correct unit of issue in rp 79-80 of supply status transaction.

Quantity

Reject.

Requisitioner

Discard.

Figure 3-1.  
(Part 1 of 3)

Requisition Processing and Related Actions.

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<sup>4</sup>This edit does not apply to Navy supply sources.

CODE OR DATA ELEMENT

ENTRY IS BLANK OR INCORRECT

Date

Reject.

Serial

Reject.

Demand

Process as recurring.

Supplementary Address

Reject (CX status) if blank or invalid and the signal code is J, K, L, or M.

Signal

Reject.

Fund

No edit is required.

Distribution

Process as blank.

Project

1. Process as blank.

2. If an OSD/JCS project code is entered, the requisition will be ranked above all other requisitions within the same PD.

Priority

1. If Expedited Handling Signal 999 is present in the RDD field and the PD is not 01-03, enter PD 03.

2. If an OSD/JCS project code is present in rp 57-59 and the PD is not 01-15, enter PD 03.

3. If NMCS/ANMCS indicator (N/E) is present in rp 62 and PD is not 01-15, enter PD 08.

4. If Expedited Transportation Signal 777 is in rp 62-64 and PD is not 01-15, enter PD 08.

5. If rp 62 is A, S, or X, enter PD 15.

6. For all other conditions, if PD is not 01-15, enter PD 15.

Required Delivery Date

1. If there is an N or E in rp 62 and PD 01-08 in rp 60-61, process. If there is an N or E in rp 62 but PD 09-15 in rp 60-61, blank the entry in rp 62-64 and process using the priority.

Figure 3-1.  
(Part 2 of 3)

Requisition Processing and Related Actions.

CODE OR DATA ELEMENT

ENTRY IS BLANK OR INCORRECT

2. If Expedited Handling Signal 999 or 555 is in rp 62-64, process.

3. If Expedited Transportation Signal 777 is in rp 62-64 and PD 01-08 is in rp 60-61, process. If the PD is 09-15, blank the entry in rp 62-64 and process using the priority.

4. If rp 62 is A, S, or X, process.

5. For subsistence, except for conditions 1, 2, 3, and 4, above, all requisitions will contain a specific RDD in ordinal day of year format. If blank, compute an SDD.

6. For all other conditions blank RDD field if entry is not a calendar date.

Required Delivery Period  
(Conventional Ammunition  
Only)

If rp 62 is B, C, D, G, H, J, K, L, M, P, T, U, V, or W, and rp 63-64 contains 01-99, process.

Advice

Process as blank.

Figure 3-1.  
(Part 3 of 3)

Requisition Processing and Related Actions.

<u>TIME SEGMENT</u>	<u>TIME STANDARD (IN CALENDAR DAYS) FOR PRIORITY DESIGNATORS:</u>		
	<u>01-03</u>	<u>04-08</u>	<u>09-15<sup>5</sup></u>
Passing Action	1	1	1
ICP Availability Determination <sup>6</sup>	1	1	1
Depot/Storage Site Processing (See Footnote 6)	1	1	5
Transportation Hold and CONUS Intransit to CONUS Requisitioner, Canada, or to POE (See Footnote 6)	1	4	10

Figure 3-2. UMMIPS Supply Source Processing Standards.

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<sup>5</sup>Supply Source processing time may be exceeded for PD 09-15 requisitions in order to permit consolidation of shipments as long as delivery to the consignee can be accomplished within the RDD or SDD.

<sup>6</sup>Retail activities will also use these time standards for processing LROs directed by the ICP/IMM.

## CHAPTER 4

### STATUS

#### A. GENERAL

1. The MILSTRIP System requires that supply sources or MCAs provide status data to designated activities as notice of action taken or being taken on MILSTRIP documents received, using status codes in appendix B16. Activities to receive status data and the type of data required are designated by entry of an M&S in rp 7 (see appendix B4). A significant distribution code in rp 54 also designates monitoring/control offices to receive all status data. In addition to supply sources furnishing status, the DAAS also generates status in selected situations as a result of editing the stock number field of requisitions. The DAAS status is furnished using the unique DI of AE9 and the DAAS RI (from) is cited in these transactions.

2. Status data is either "supply status" or "shipment status," prepared by supply sources in the applicable format shown in the "C" series appendices. Status data may be informational, or require additional action by recipients based on the status code in the document.

3. Status documents from supply sources will be forwarded to DAAS for transmission to status recipients. DAAS will transmit status as indicated in appendix B4.

4. DAAS will pass DI AFY transactions (requests for DoDAAC information) to the RI indicated in rp 4-6. DAAS will route DI ASY response transactions containing DoDAAC information, without changing the DI, to all eligible status recipients (rp 30-35, 45-50, and 54).

#### B. RESERVED

#### C. TYPES OF STATUS DATA

1. **Exception supply status** is status indicating any of the following supply source action decisions or MCA action decisions (as indicated), alone or in combination:

- a. Backorder.
- b. Procurement for direct delivery.
- c. Partial issue and partial other action.
- d. Substitution.
- e. Change of unit of issue.
- f. Requisition rejection (supply source or MCA).
- g. Passing order.
- h. Referral order.
- i. Cancellation acknowledgment.

j. Any circumstances which predict that issue may not be made within the timeframes established for the assigned PD.

2. **One hundred Percent Supply Status** is notice of all actions taken or being taken by supply sources on a requisition, redistribution, and referral order. This includes all positive supply action decisions, all applicable exception nonpositive supply action decisions, and combinations thereof.

3. **Rejection Status** is used by supply sources to advise all status eligible recipients; such as, rp 30-35, 45-50, and 54, of rejected requisitions, RDOs, passing orders, and referral orders regardless of the M&S in rp 7, except when the M&S is "8." When the M&S is "8," rejection status will be furnished only to the activity in rp 54.

4. **Direct Delivery Notice**, DIs AB1, AB2, AB3, and AB8, provides notice to eligible status recipients that materiel will be supplied by direct vendor delivery (DVD) from procurement. Direct Delivery Notice transactions provide a cross-reference between the requisition document number and the Procurement Instrument Identification Number (PIIN). DI Codes AB1, AB2, AB3, and AB8 transactions are generated when materiel is procured for direct shipment to consignee. The DI Code AB\_ transaction will be furnished to applicable entries in the requisition; such as, the requisitioner (rp 30-35), SUPADD (rp 45-50), and distribution (rp 54), regardless of the M&S code used. This is so that customers will have a basis for reporting nonreceipt of materiel.

5. **Shipment Status** informs recipients of actual shipping dates (such as, the date released to carrier). It also provides for interface with transportation and for shipment tracing by consignees, as provided in MILSTAMP (reference (p)).

6. **Acknowledgment Status** is either supply or shipment status and informs recipients of the results of supply source processing of the following types of documents received:

- a. MOV Response (DI AP\_).
- b. Cancellation (DIs AC\_ and/or AK\_).
- c. Document Modifier (DI AM\_).
- d. Followup Request for Improved ESD (DI AFC).
- e. Followup Request for Status (DIs AF1, AF2, AF3, AF6, and AT\_).

#### D. RESERVED

#### E. REQUESTING STATUS

1. To assure that supply sources will automatically distribute required supply and/or shipment status, requisitioners will enter:

a. The applicable M&S code, from appendix B4, in rp 7 of the requisition to indicate what status data are required and whether status is to be furnished the requisitioner (rp 30-35) or the SUPADD (rp 45-50), the activity identified by the distribution code (rp 54) exclusively, or whether no status is required.

b. The applicable distribution code, from appendix B12, in rp 54 of requisitions to indicate the activity, if any, to be furnished 100 percent supply and shipment status.

2. To obtain status on previously submitted requisitions or cancellation requests, the requisitioner (rp 30-35), SUPADD (rp 45-50), and/or the MCA (rp 54) may submit DI AF\_, AT\_, or AK\_ followups under chapter 2.

3. When requisition status reporting is required to designate status of a project, it will be satisfied by the requisitioning service. Special status reports, when required, will be obtained from an eligible recipient of status as identified in requisitions. Special status reports will not be required from inter-S/A supply sources.

4. When Status Code CA has been received in response to a followup request and no record of the previous receipt of CA status and the reasons for rejection cannot be located, authorized status recipients may inquire off line; such as, via mail, message, or telephone, of the supply source to obtain the reasons for rejection.

#### **F. USE OF STATUS RECEIVED**

Status recipients will:

1. Promptly record status received automatically and/or in reply to a followup to applicable due-in records/requisition history - status files, and, in the case of the DRMS, the disposal suspense file.

2. Give particular attention to "transaction date" in rp 62-64 of supply status received to assure that records/files are updated in the proper chronological order/date sequence.

3. Review supply status (DI AE\_) received for additional action required by the status code, if any. If a requisition has been rejected (DI AE\_ with a rejection status code), and the materiel is still required, the requirement must be submitted as a new MILSTRIP requisition citing a new document number with a current ordinal date.

4. Construe shipment status (DI AS\_ or AU\_) received as notice that shipment has been made and that additional MILSTRIP followup will only result in receipt of another shipment status document (see chapter 2, paragraph Y.2.).

5. Assume receipt of materiel within the prescribed UMMIPS time- frame for the PD in rp 60-61, or the RDD in the requisition, when in receipt of supply status documents with no ESD in rp 70-73.

6. Use status received as provided in chapter 2, paragraph M., prior to submission of followups.

7. Ensure that appropriate status is furnished to other activities requiring status when the only status recipient is the activity identified by a distribution code.

#### **G. RESERVED**

#### **H. FURNISHING STATUS**

1. MCAs will be responsible for furnishing rejection status for requisitions processed by that activity. Supply sources will be responsible for maintaining and furnishing current supply and shipment status as provided below. For these purposes, accessible requisition history records will be maintained by MCAs and supply sources for a minimum of 6 months after completion of shipment or cancellation, to provide timely response to followups. MCAs will maintain requisition history records until contract termination.



2. For each reinstated requisition (DI APR), requisition modifier document, RDO, passing order, referral order, and MRO processed, supply sources will furnish supply and/or shipment status.

a. Supply sources will transmit DI AE8/AS8 transactions to DAAS for all supply source initiated requisition status. Upon receipt by DAAS of the A\_8 status transaction, DAAS will convert the A\_8 to the appropriate DI AE\_ or AS\_ and make distribution under paragraphs J. and O. Except for cancellations and rejections, status will be furnished by DAAS to the activity designated by a significant M&S in rp 7, and to the activity designated by a significant alphabetic distribution code or significant numeric code (as designated in appendix B12) in rp 54.

b. For each shipment on a DTID, shipping activities will furnish a DI AS3 shipment status transaction (with Distribution Code 9 in rp 54 and the unit price of the materiel being shipped in rp 62-68) to the DAAS for transmission to DRMS.

(1) If pricing information is not available, enter an estimated unit price in the DI AS3 transaction.

(2) If the value for a part-numbered item exceeds the seven-position unit price field, enter the price manually on the DI AS3 transaction and forward off-line to the DRMS for manual processing.

3. Supply sources will furnish exception supply status when a requisition or reinstatement of a requisition is to be backordered against a due-in to stock. This exception status, DI AE\_, will contain Status Code BB and the ESD for release of materiel from stock to the customer. When shipping dates are adjusted, additional status, DI AE\_, Status Code BB, will be furnished the customer with the revised ESD in rp 70-73.

4. Supply sources will furnish exception supply status when the intent to process for direct delivery is known. This exception status will contain Status Code BZ and the ESD in rp 70-73. When contracts or procurement actions have been effected and an agreed-to contract shipping date is established, supply sources will furnish additional supply status. These latter transactions will contain Status Code BV and the contract shipping date.

5. Supply source Direct Delivery Notice, DIs AB1, AB2, AB3, and AB8, notify eligible status recipients that materiel will be supplied by DVD from procurement. DI AB\_ transactions will be provided to the consignee. This notice provides a cross-reference between the requisition number and the PIIN. See appendix C10 for DI AB\_ format.

6. When contract shipping dates are adjusted on items scheduled for direct shipment to consignee (Status Code BV), additional status with Status Code BV will be provided to indicate the revised shipping date in rp 70-73. When delivery dates are established for direct shipment to consignees, the supply source will provide the consignee a Direct Delivery Notice, DI AB\_. The DI AB\_ is in addition to the DI AE\_ supply status.

7. Supply and shipment status furnished in response to cancellation requests (DI AC\_) and followup cancellation requests (DI AK\_) will be as prescribed in paragraphs M.3. and 4., below.

8. Supply and shipment status DIs AE8, AS8, and AU8 are reserved for use between S/As and DAAS.

a. The use of DIs AE8/AS8 is mandatory for all supply source initiated requisition status. Supply source initiated requisition status includes all status generated during supply source processing that is not produced in response to followups or cancellation requests.

b. The use of DI AU8 in response to cancellation requests, when the MILSTRIP status distribution rules require multiple recipients of status, is optional. Upon receipt of DI AU8, Reply to Cancellation Request - Shipment Status, DAAS will convert the AU8 to the appropriate DI AU\_ transactions, and make distribution to all eligible status recipients as identified in paragraph M.3.

c. The formats of the DIs AE\_, AS\_, and AU\_ status transactions are shown in appendices C9 and C17.

9. When a supply source receives a requisition which contains insufficient information to allow processing actions to be completed, the requisition may be rejected using the appropriate status code in appendix B16, or inquiry may be made to obtain the additional information necessary to continue processing. The activity designated by the M&S in the requisition as a status recipient will be the action addressee on all requests for additional information. Other activities identified in the requisition which are not designated as status recipients will be the information addressees on requests for additional information. When such an inquiry for additional information is made, DI AE\_ supply status with Status Code BD will be forwarded to all designated status recipients. Further action on a requisition for which additional information has been requested will be suspended until such time as a response is received or until 30 days have elapsed from the date the inquiry was made, whichever occurs first. Upon receipt of the requested additional information, processing will continue normally. If the needed additional information is not provided and the 30 days elapse, the requisition will be rejected with Status Code D3.

#### I. RESERVED

#### J. PREPARATION OF STATUS DOCUMENTS

1. All supply status documents evidencing that materiel will be released for shipment later than the SDD or RDD/RDP will contain an ESD in rp 70-73. Such supply status is applicable to materiel obligations including procurement for direct vendor delivery. Conversely, requisitions which contain Advice Code 2C, 2J, 2T, or 2W will be rejected with Status Code CB when items are not available for immediate release or cannot be supplied by the SDD/RDD/RDP.

2. ESDs are also mandatory entries for those transactions reporting adjusted ESDs and any circumstances which predict that issue may not be made within the timeframes established for the priority. When storage facilities receive followup inquiries on requirements which are in the process of being filled, supply status transactions provided in response to supply sources will also contain ESDs. Status transactions providing advice of such events as changes in stock numbers, unit of issue changes, rejections, and shipments, will not contain an ESD in rp 70-73.

3. When rejecting requisitions, referral, passing, and RDOs, the "C" and "D" series rejection status codes in appendix B16 will be used. Except when the M&S is "8," supply status rejections will be addressed to all eligible status recipients (rp 30-35, 45-50, and 54). When the M&S is "8," supply status rejections will be sent only to the activity designated by rp 54.

4. Processing points, in receipt of DI AFY followups, will provide a DI ASY response transaction containing the DoDAAC of the initial (origin) transportation shipping activity using the appendix C17 format. If the processing point is unable to provide the DoDAAC information to the requesting activity, the DI AFY followup transaction will be rejected with a DI ASY response transaction containing Status Code DY.

5. Status furnished in response to a followup will contain the most current information available regarding status of the requisition. Supply status (DI AE\_) in response to a followup will contain a changed/new ESD, when applicable, and a transaction date (rp 62-64) that corresponds to the date of

the reply and other data prescribed in appendix C9. Shipment status (DI AS\_) in response to a followup will contain data prescribed in appendix C13 when materiel has been shipped.

6. Status furnished in response to DI AFC followup documents requesting improved ESDs under chapter 2, paragraph M.2.c., will be prepared in the appropriate format shown in the "C" series appendices.

7. Status furnished in response to supply assistance requests submitted under chapter 2, paragraph O., will be prepared in narrative message format and addressed to the message originator and all information addresses therein.

8. At S/A option, supply source may use abbreviated MILSTRIP messages (see appendices A12 and A13) when furnishing status to activities.

9. Shipment status furnished in response to DIs AC\_, AK\_, and AP\_; documents will contain DI AU\_ and data prescribed in appendix C17. Supply status furnished in response to these documents will contain DI AE\_ as prescribed in appendices C9 and C10.

10. Supply status furnished to the supply source by the storage activity utilizing the DI AE6 document will be in the format shown in appendix C9, except that rp 4-6 will contain the RI of the supply source to which the document will be transmitted and rp 67-69 will contain the RI of the activity preparing the document.

11. Status documents indicating rejection with Status Code CA will be prepared in narrative message format and will include the reason for rejection in the same message. Such narrative message CA status will be used only when CA status is initially generated. Subsequent responses to followups on which CA status has previously been provided will be prepared using normal supply status record format and will be transmitted via AUTODIN. No transmission of the reasons for rejection will be made in response to followups unless the supply source is in receipt of an off-line (mail, message, or telephone) request from an authorized status recipient for the reasons for rejection.

12. Supply status (DI AE\_) with Status Code BF furnished in response to cancellation requests (DI AC\_ or AK\_) will preclude supply source processing of subsequently received documents. When BF status has been provided in response to a cancellation request, BF status will also be provided in response to all other documents (e.g., AF\_, AT\_, A0\_, AM\_) received which contain the same document number. No other processing of such documents will be done by supply sources. Supply sources will retain accessible history records of BF status generated as a result of cancellation requests (DI AC\_ or AK\_) for a minimum of 6 months following generation of the BF status.

13. When supply status (DI AE\_) with Status Code BF has been supplied in response to an AF\_ followup document, and no cancellation request has been received, subsequently received documents with the same document number (e.g., A0\_, AT\_, AM\_) will be processed as specified elsewhere in this manual.

#### K. RESERVED

#### L. TIME STANDARDS FOR DISTRIBUTION OF STATUS

When required, applicable status on requisitions, reinstated requisitions, redistribution orders, and referral orders, and responses to followups, will be dispatched within the times prescribed below:

##### 1. Supply Status:

- a. Two days from receipt of PD 01-08 documents.

- b. Five days from receipt of PD 09-15 documents.
- c. Twenty-four hours after release of materiel obligations in PD 01-15.
- 2. Shipment Status:
  - a. Twenty-four hours after shipment (i.e., release to carrier) for PD 01-03 documents.
  - b. Forty-eight hours after shipment for PD 04-08 documents.
  - c. Three working days after shipment for PD 09-15.
  - d. Twenty-four hours from receipt of PD 01-03 followups.
  - e. Forty-eight hours from receipt of PD 04-08 followups.
  - f. Three working days from receipt of PD 09-15 followups.

#### **M. DISTRIBUTION OF STATUS**

1. When processing the following documents, supply sources will automatically furnish applicable supply and/or shipment status to the activity designated by the M&S and a significant distribution code in rp 54:

- a. Requisitions (DI A0\_).
- b. Redistribution Orders (DI A2\_).
- c. Passing Orders (DI A3\_).
- d. Referral Orders (DI A4\_).
- e. Document Modifiers (DI AM\_).
- f. MROs (DI A5\_).
- g. Followups (DI AT\_ or AFC for improved ESD). (M&S codes do not apply to DI AF1, AF2, or AF3 followups.)
- h. MOV response (DI AP\_) when cancellation is requested. (M&S is not applicable to DI AP\_ documents.)
- i. Reinstated requisitions (DI APR). (M&S codes do not apply to DI APR transactions.)

2. Supply and shipment status furnished in response to DIs AF1, AF2, and AF3 followup documents will be addressed only to the activity designated by the third position of the AF\_ DI and a significant distribution code in rp 54.

3. As provided in chapter 3, paragraph AB.11., and chapter 8, supply and/or shipment status furnished in response to DIs AC1, AC2, AC3, and mass or universal cancellations will be addressed to the requisitioner, the SUPADD, and to the activity designated by a significant entry in rp 54. However, if the M&S in the original record of the demand is "8," supply and shipment status will be furnished only to the activity designated by rp 54. In addition to status furnished to the designated recipients, storage/procurement activities and/or supply source (when direct vendor delivery actions (Status Code

BV) are applicable) will furnish the DAAS shipment status (DI AU7) on all affected shipments which have entered the DTS during mass or universal cancellation situations. Supply sources will furnish status of cancellation actions within 5 days of receipt of DI AC\_ or AK\_ documents. This status will be updated as further actions are taken on the cancellation request.

4. Supply and shipment status furnished in response to DIs AK1, AK2, and AK3 followups on DI AC\_ cancellation documents will be addressed as follows:

a. When the supply source has no record of the DI AC\_ cancellation address status to the requisitioner, the SUPADD (when the DoDAAC in rp 30-35 and 45-50 is recorded in the DoDAAF) and to the activity designated by a significant entry in rp 54. However, if the M&S in the original record of the demand is eight, supply and shipment status will be furnished only to the activity designated by rp 54.

b. When the supply source does have a record of the DI AC\_ cancellation, address status to the activity identified by the third position of the DI AK\_ document and to rp 54 when indicated. However, if the M&S in the original record of the demand is eight, supply and shipment status will be furnished only to the activity designated by rp 54.

5. Supply and shipment status furnished in response to mass or universal cancellation messages will be furnished under subparagraph 3., above.

N. RESERVED

O. SUPPLY AND SHIPMENT STATUS DISTRIBUTION TABLE

See figure 4-1 for a table depicting supply and shipment status distribution.

<u>CUSTOMER INPUT DI</u>	<u>ACTIVITY DESIGNATED BY M&amp;S CODE</u>	<u>SOS AND MCA OUTPUT DI AND ELIGIBLE RECIPIENT<sup>1/</sup></u>		
		<u>RP 30-35</u>	<u>RP 45-50</u>	<u>RP 54</u>
A0_/A2_/A3_/A4_	Requisitioner SUPADD Distribution	A_1	A_2	A_3 A_3 <sup>2/</sup> A_3 <sup>2/</sup>
AC1, 2, 3	(N/A) Distribution	A_1	A_2	A_3 <sup>3/</sup> A_3 <sup>3/</sup>
AF1 AF2 AF3	(N/A) (N/A) (N/A) Distribution	A_1	A_2	A_3 A_3 A_3 A_3
AK_ AK_	(N/A) Distribution	(No record of AC_ at SOS) A_1	A_2	A_3 A_3
AK1 AK2 AK3	(N/A) (N/A) (N/A) Distribution	(SOS has record of AC_) A_1	A-3	A_3 A_3 A_3 A_3
AM_/AT_/AFC	Requisition SUPADD Distribution	A_1	A_2	A_3 A_3 <sup>4/</sup> A_3 <sup>4/</sup>
AP_ (Cancellation)	(N/A) Distribution	A_1	A_2	A_3 A_3
APR <sup>5/</sup>		A_1	A_2	A_3

Figure 4-1. Supply and Shipment Status Distribution Table.

<sup>1/</sup> Second position of the DI will be E for supply status and S and U for shipment status, as applicable.

<sup>2/</sup> When rp 54 contains a nonsignificant code and when shipment status has not been requested by entry in rp 7, provide shipment status (DI AS8) to DAAS.

<sup>3/</sup> See chapter 3, paragraph AB.3., for the exception to this rule when rejecting DI AC\_ cancellation requests.

<sup>4/</sup> When rp 54 contains nonsignificant data and rp 7 contains a zero, eight, or Y, furnish status to requisitioner (rp 30-35).

<sup>5/</sup> Supply and shipment status will be furnished to all status eligible recipients.

## CHAPTER 5

### RELEASE AND RECEIPT OF MATERIEL

#### A. GENERAL

1. The Issue Release/Receipt Document, DD Form 1348-1A<sup>1</sup>, and the optional APL are prepared by the supply/shipping activity. These documents are used for selecting, packing, shipping, and receiving materiel. They are also used as a record of receipt transaction and/or the data source for preparation of other documents.
2. The DD Form 1348-1A may be manually or mechanically prepared and will contain data elements prescribed herein for the various types of transactions.
3. Use of carbonless paper for a preprinted DD Form 1348-1A is authorized at the option of the Service/Agency.
4. For the DD Form 1348-1A<sup>2</sup>, see appendices A26 through A30. There are two methods for generating the form:
  - a. Preprinted form. Data entries will be made by automated printers, typewriter, or handscribed (see appendices A26 through A30).
  - b. Non-preprinted form. When this method is used, the form and data are printed simultaneously and will contain the prescribed data elements. The DD Form 1348-1A is mandatory and the APL is optional for all shipments to DoD customers, including FMS and contractors, from DoD and GSA shipping activities.
5. The preprinted DD Form 1348-1A is 8-1/2 inches long (side to side) and 5-1/2 inches high (top to bottom). When printed on plain stock paper using laser, thermal transfer, ion disposition, cold fusion, or other similar nonimpact printers, the size may vary within a range of 7-3/4 to 9 inches long and 4 to 5 inches high (with one-sixth inch tolerance). When such print technology is used, the in-the-clear/human-readable data must be easily read. Margins of one-fourth inch and outside lines are preferred, but may be eliminated to the extent that the DD form number is not sacrificed. When printed three per 8-1/2- by 14-inch sheet of paper, the originator of the form, shall ensure the form, spacing, size, and data entered thereon are legible and capable of being interpreted by a LOGMARS scanning device. Block numbers are provided for data entry. Data to be entered in the data blocks are shown in appendices C45A and C46A. Block 27 will contain all additional data and in-the-clear text that may be required and is not shown elsewhere on the form. The in-the-clear text may be used with the bar coded information for those activities possessing bar coding capability. The paper may be any color that provides a minimum bar code contrast signal as specified in MIL-STD-1189B (reference (ss)).

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<sup>1</sup>Effective 1 Nov 91, the DD Form 1348-1A, Issue Release/Receipt Document, became the primary document to issue, release, and receive materiel; however, you may continue to use the DD Form 1348-1, DoD Single Line Item Release/Receipt Document, until all stocks are exhausted, **but not beyond November 1996**.

<sup>2</sup>See appendix A3 for a preprinted DD Form 1348-1.

6. The three of nine bar code, as defined in MIL-STD-1189B (reference (ss)), is established as the standard symbology for the automated marking and reading of items of supply, equipment, materiel packs, and containers in logistics operations throughout the DoD. This symbology will be applied in accordance with MIL-STD-129 (reference (w)) unless otherwise authorized. When bar coding is contained on the DD Form 1348-1A, all record positions of data elements that will be bar coded, will contain a bar code character even if the position was blank on the source document.

7. **Automated Packing List.** When the APL is not produced, a copy of the DD Form 1348-1A will be used for this purpose and will be placed inside the packing list envelope securely attached to the outside of the shipping container; on multiple container shipments, the DD Form 1348-1A will be placed inside a packing list envelope securely attached to the outside of the No. 1 shipping container. The APL will contain, at a minimum, the prescribed data elements outlined in appendix A31.

## B. DOCUMENT DISTRIBUTION

Actual copies utilized, other than the original and first carbon copy, will be at the option of the individual S/A. See figures 5-1, 5-3, and 5-4 for the distribution of the documents.

## C. ISSUES FROM SUPPLY SYSTEM STOCK/DEFENSE REUTILIZATION AND MARKETING OFFICE/REQUISITIONS FOR LOCAL ISSUE FROM DEFENSE REUTILIZATION AND MARKETING OFFICES

1. The DD Form 1348-1A may be prepared as a release document by the shipping activity (issues from supply system stock) or by the shipping DRMO (DRMS-directed issues from the DRMO). The requisitioner may also use this format when hand carrying requisitions for local issue from the DRMO. Minimum data entries are outlined in appendix C45A for the DD Form 1348-1A<sup>3</sup>

2. In order to accommodate the various distribution systems and equipment, the DD Form 1348-1A provide blocks for data entry. The use of these blocks, with the exception of blocks N, and R, is optional, but when used, will contain information shown in appendix C45A.

## D. RETURNS TO STOCK AND TRANSFERS (EXCLUDING TRANSFERS TO DEFENSE REUTILIZATION AND MARKETING OFFICES)

1. In addition to the release of materiel for shipment based upon a requisition, other occasions necessitate release of materiel for shipment based upon other situations, such as the following:

- a. Materiel returns from base to depot.
- b. Base-to-base movements.
- c. Retrograde or lateral system movements.

2. The same documentation and distribution thereof prepared in the same number of copies as prescribed in figures 5-1 or 5-3 will be used to accomplish returns and transfers. Entries will be as shown in figure 5-2 or 5-5 for all DLA and inter-S/A transactions.

3. For intra-S/A use, the data prescribed in figures 5-2 or 5-5 must be entered. Other entries may be prescribed by the S/As concerned; however, any such entries must relate to the columnar and/or block headings indicated in the form.

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<sup>3</sup>See appendix C45 for data requirements applicable to the DD Form 1348-1.



**E. TRANSFERS TO DEFENSE REUTILIZATION AND MARKETING OFFICES**

Use the DD Form 1348-1A as the DTID for all transfers to DRMOs. See appendix C46A for entries that are required for single line item turn-ins.

<u>NO. OF COPIES</u>	<u>DISTRIBUTION</u>
Original	Supply - Retained copy by the distribution point (shipper). <sup>4</sup>
One Copy	Transportation - Retained copy by the distribution point (shipper). <sup>5</sup>
Two Copies	Consignee - With materiel. One copy must be the first carbon copy to ensure legibility. <sup>6</sup>
One Copy	Consignee - Attach to outside of No. 1 shipping container after use for picking, packing, and item identification.
One Copy	For shipments to DRMO, this copy will accompany the materiel.

**Figure 5-1. Distribution of DoD Single Line Item Release/ Receipt Document.**

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<sup>4</sup> Mechanized activities having automated proof of shipment capability may forward the original copy to the consignee with the advance GBL when not required locally for other purposes.

<sup>5</sup> When the shipping activity has a method to accumulate the data therein through use of ADPE, this copy will be destroyed after data has been accumulated, if it is not for audit purposes.

<sup>6</sup> On single line item shipments these copies will be included with the materiel placed in the No. 1 shipping container. On consolidated shipments these copies will be attached to the shipment pack applying to each individual requisition and placed inside the shipping container(s). In the event the storage container is used as the shipping container, it will not be opened for the sole purpose of inserting the consignee copies. In this instance, the copies will be placed inside the packing list envelope and attached to the outside of the No. 1 container.

CH 8  
DoD 4000.25-1-M

(RESERVED)

TOP LINE

DATA

1-3	Perpetuate from source document or blank.
4-7	Blank.
8-22	Stock or part number.
23-24	Unit of Issue.
25-29	Quantity.
30-43	Document Number of Consignor (shipper).
44-73	Blank.
74-80	Unit price.

SECOND LINE

DATA

Block "B"	The in-the-clear name, number, and address of the activity to which the materiel is directed.
Block "P"	The supply condition code reflecting the condition of the materiel (see appendix B18).
Block "AA"	The activity account number of the activity to be credited (if applicable) and the appropriate fund code (if applicable).

Figure 5-2. Instructions for Completion of DD Form 1348-1, used for Returns to Stock and Transfers (excluding Transfers to Defense Reutilization and Marketing Offices).

CH 8  
DoD 4000.25-1-M

(RESERVED)

<u>DOCUMENT</u>	<u>NO. OF COPIES</u>	<u>DISTRIBUTION</u>
DD Form 1348-1A	Three	<p>Two copies will accompany all shipments. When the DD Form 1348-1A contains bar coding, one of the two copies to accompany the shipment will be the original copy.</p> <p>A minimum of one copy will be on the outside of the shipping container if not in conflict with other applicable directives. One copy will be produced and retained by the shipper unless an automated capability is available to prove a shipment has been made.</p>
APL	One	<p>If an APL is produced, it will be attached to the outside of the shipping container.</p>

**Figure 5-3.** Distribution of DD Form 1348-1A, Issue Release/Receipt Document, and Automated Packing List to all consignees other than Defense Reutilization and Marketing Offices.

CH 8  
DoD 4000.25-1-M

(RESERVED)

DOCUMENT

DD 1348-1A

NO. OF COPIES

Five

DISTRIBUTION

Four copies will accompany shipments of materiel to the DRMO. When the DD Form 1348-1A contains bar coding, the original copy will accompany the shipment. These copies will be used as follows:

- (1) Source document file copy.
- (2) Return to originator with signature of receiver.
- (3) Remains attached to property at DRMO.
- (4) Used by personnel screening property for potential reutilization, transfer, or donation.
- (5) If activity requires a driver's return copy, a fifth copy will accompany the shipment.

Figure 5-4.

Distribution of DD Form 1348-1A, Issue Release/Receipt Document, for Shipments to Defense Reutilization and Marketing Offices.

CH 8  
DoD 4000.25-1-M

(RESERVED)



**RECORD  
POSITION(S)**

**ENTRY AND INSTRUCTIONS**

1-3	Perpetuate from source document or blank.
4-7	Blank.
8-22	Stock or part number.
23-24	Unit of Issue.
25-29	Quantity.
30-43	Document Number of Consignor (shipper).
44-73	Blank.
74-80	Unit price.
Blocks 3 and 27	The DoDDAC of the activity to which the materiel is directed. The in-the-clear name, number, and address may be in Block 27.
Block 27	The supply condition code reflecting the condition of the materiel (see appendix B18).
Block 27	The activity account number of the activity to be credited (if applicable) and the appropriate fund code (if applicable).

**Figure 5-5. Instructions for Completion of DD Form 1348-1A, used for Returns to Stock and Transfers (excluding Transfers to Defense Reutilization and Marketing Offices).**

## CHAPTER 6

### FOREIGN MILITARY SALES AND MILITARY ASSISTANCE PROGRAM GRANT AID

#### A. GENERAL

The provisions of MILSTRIP apply to all phases of requisitioning and issue to support FMS and MAP Grant Aid. This chapter provides special procedures and instructions for preparing and processing FMS and MAP Grant Aid requirements (see appendix B22) which are exceptions to other areas of this manual.

#### B. RESERVED

#### C. REQUISITION FORMATS

Requisitions for FMS and MAP Grant Aid materiel vary from the construction of requisitions in support of U.S. Forces. Codes peculiar to FMS and MAP Grant Aid requisitions are listed in the designated appendices and the MAPAD (reference (c)) together with their meanings and applications. Specific FMS and MAP Grant Aid requisition entries are as follows:

##### 1. Military Assistance Program Grant Aid

###### a. Requisitioner Field (rp 30-35)

(1) Rp 30 will contain the FMS and MAP Grant Aid Service/ Agency code (appendix B2) of the U.S. S/A responsible for administering the MAP Grant Aid Program line.

(2) Rp 31-32 will contain the country/international organization code (appendix B20).

(3) Rp 33 will contain the customer-within-country code to indicate the recipient or place of discharge within the country (see reference (c)), with the exception of requisitions containing DI A05 with special one-time shipping instructions entered in the Remarks block of the requisition. In this instance, a DI A05 requisition may contain a zero in rp 33. The special instructions will include an address to receive documentation when documents are not to be forwarded to the ship-to address. The use of DI A05 requisitions will be limited to one-time situations where it is not practicable to designate the addresses by coded entries in the requisition and in reference (c).

(4) Rp 34 will contain a numeric zero (0).

(5) Rp 35 will contain the appropriate MAP Grant Aid type of assistance/financing code (see appendix B22).

###### b. Supplementary Address Field (rp 45-50)

(1) Rp 45 will contain Y to indicate that the data entered in rp 46-50 are nonsignificant to the overall system but are to be perpetuated in all subsequent documentation.

(2) Rp 46-50 will contain the RCN. This number is assigned by the appropriate Service activity and is constructed as follows:

(a) Rp 46 will contain the last digit of the program year in which the requisitioned item was approved and funded.

(b) Rp 47-50 will contain the four position program line item number (alpha/numeric) of the program.

## 2. Foreign Military Sales

### a. Requisitioner Field (rp 30-35)

(1) Rp 30 will contain the FMS and MAP Grant Aid Service assignment code (appendix B2) of the U.S. Service responsible for administering the FMS Case.

(2) Rp 31-32 will contain the country/international organization code (appendix B20).

(3) Rp 33 will contain the customer-within-country code. This code will be assigned and recognized in conjunction with entries in rp 46-47. The application of the customer-within-country code in relation to coded entries in rp 46-47 is explained in paragraph C.2.c. When a customer-within-country code is not applicable, a zero will be entered.

(4) Rp 34 will contain the FMS delivery term code (see MILSTAMP (reference (p))) to convey the point of delivery condition negotiated under the case agreement and must correspond to delivery terms specified in the applicable **Letter of Offer and Acceptance**.

(5) Rp 35 will contain the appropriate FMS type of assistance/financing code (appendix B22).

### b. Supplementary Address Field (rp 45-50)

(1) Rp 45 will contain the FMS Service code (appendix B2) of the customer country's requisitioning Service, which is published in the MAPAD (reference (c)).

(2) Rp 46 will contain the applicable country FMS offer/ release option code (A, Y, or Z) or code X to denote that the United States is responsible for transportation arrangements, as determined by negotiations between the customer CR and the U.S. Service responsible for administering the FMS case, and as reflected in the Case Agreement (DD Form 1513). Country FMS offer/release option codes are listed in the definitions and terms section of this manual with explanations of their application and recognition under FMS offer and release procedures.

(3) Rp 47 will contain a code to designate the recipient of shipments and documentation and will be the FMS CR/FF code as published in the MAPAD (reference (c)). This entry and the use of code X or W will be applied and recognized in conjunction with the entry in rp 33 as explained in paragraph C.2.c.

(4) Rp 48-50 will contain the specific FMS case designator consisting of a three position alpha/numeric code. The first position will always be alphabetic and the second and third positions may be alphabetic or numeric. All correspondence (letters, messages, etc.) will always include the appropriate case designator as part of the identification data.

c. Designation of Shipment Addresses for Foreign Military Sales

(1) The means of expressing ship-to and/or mark-for addresses in requisitions are the entries shown in rp 33 (customer-within-country) and rp 47 (CR/FF). The designation of such addresses will be consistent with delivery terms contained in the case agreement. Specific codes will not be utilized in requisitions until such time as the codes and corresponding addresses are published in reference (c).

(a) The DAAS will reject requisitions, DI AT\_ followups, and DI AM\_ modifiers, containing MAPACs that do not have valid ship-to and mail-to addresses in the MAPAD, to the submitting ILCO.

(b) The ICPs will also reject requisitions received off-line (mail, message, courier, fax, telephone) which contain MAPACs that do not have valid ship-to and mail-to addresses in the MAPAD, to the submitting ILCO. This includes remarks/exception type DI A05/A0E requisitions directing materiel to various shipping points.

(2) When shipment is to be made to a CR/FF or to a point designated by a CR/FF in response to NOA, a specific code other than an X or W will be entered in rp 47. In this instance, the ship-to address will be the address listed in reference (c) for the CR/FF or the address provided in response to the NOA. The mark-for address will be the address listed in reference (c) for the code in rp 33. For those countries which have elected not to publish clear-text addresses for rp 33 codes, there will be no mark-for address, but supply and shipping activities will perpetuate the rp 33 code in all related documentation. When a customer-within-country code is not applicable, a zero will be entered.

(3) When shipment is to be made to an assembly point or staging area, a W will be entered in rp 47 and a clear-text address will be conveyed in an exception requisition. The rp 33, if required, will designate the mark-for address.

(4) When shipment is to be made to an address within the customer country, an X will be entered in rp 47 and the in-country ship-to address will be the address listed in the MAPAD (reference (c)) for the code in rp 33.

(5) The foregoing instructions apply to all customer countries except Canada. For Canada, shipment address codes are contained in rp 46 and 47.

d. Country FMS Offer/Release Option Codes

(1) Country FMS offer/release option codes are used in requisitions for shipments to be made or offered to CR/FFs. These codes specify whether shipments are to be made automatically or under one of two types of NOAs and will be consistent with the conditions of the FMS case agreements (DD Form 1513). Country FMS offer/release option codes are not applicable to requisitions for Canada since FFs are not utilized for Canada and both rp 46 and 47 are used to denote shipment addresses.

(2) Country FMS offer/release option codes and their explanations are contained in the definitions and terms section of this manual.

(3) If, consistent with the conditions of the FMS case agreements, transportation arrangements for shipments will be accomplished by the U.S. Service, an X will be entered in rp 46 in lieu of a country FMS offer/release option code. When an X is authorized and entered in rp 46, an X or W, denoting shipment to an address within the customer country or shipment to an assembly point or staging area, must be entered in rp 47.

## D. RESERVED

## E. REQUIRED AVAILABILITY DATES

1. Requisitions for FMS and MAP Grant Aid requirements for major weapons systems, end items, and concurrent spares will be prepared to reflect the amount of time remaining from dates of requisitions until RADs become effective. In FMS cases the RAD will be computed by adding the lead time stated on the Letter of Offer and Acceptance to the date of receipt of the completed, funded, Letter of Offer and Acceptance. For MAP Grant Aid, the RAD will be computed by adding the ICP determined lead time to the date of the MAP order.

2. The requisition RAD will be expressed as the number of months remaining from the date of the requisition to the computed RAD which will be entered in rp 63-64 of the requisition. The character A will be inserted in rp 62. This technique enables supply source, ILCO, and customer control of requisitions, provides for recognition of firm commitments to foreign governments, and helps assure that materiel requirements are ready for delivery by the approved RAD. The actual date of materiel availability will be the last day of the month depicted by the rp 62-64 entries.

3. For MAP Grant Aid, as soon as practicable, but not later than 120 days after receipt of an approved funded order, the S/A Departments will place a RAD on the requisitions for major items, as determined by the S/A, and the associated support equipment and initial issue parts.

a. RAD time begins with the date of the requisition.

b. Requisition originators will modify the RADs when contract forecast delivery dates indicate availability of items at a time other than designated by the previously established RADs. In inter-S/A actions, when requisitions or other documents bear a RAD with a shorter lead time than when the materiel will be available, the supplying S/A will promptly provide the requesting S/A with status reflecting the true availability date. This will be accomplished by use of DI AE\_ with Supply Status Code BB, BV, or B3, as appropriate. The requesting S/A will adjust all records to reflect the new availability date information. When the supplying S/A is aware that the established RAD will not be met, that S/A's supply source will advise the appropriate ILCO that the RAD will not be met due to slippage and internal processing. The advice of RAD slippage will be furnished the ILCO by letter, message, or DI AE\_ with Supply Status Code B3.

## F. RESERVED

## G. REQUISITION PREPARATION AND SUBMISSION

1. Requisitions will be prepared and transmitted by FMS countries and SAOs to the applicable ILCO in the appropriate MILSTRIP format as prescribed by the U.S. Service. The ILCO will transmit FMS and MAP Grant Aid requisitions to the appropriate supply source in the prescribed DoD MILSTRIP format.

2. Requisitions prepared by the U.S. Service for FMS and MAP Grant Aid requirements will be transmitted to the appropriate supply source in the prescribed MILSTRIP format.

3. ILCOs will enter a CLPSC (appendix B27) in rp 72 of applicable requisitions and passing orders, in order to convey programmed/nonprogrammed status of a requisition to an ICP/IMM. Supply support, provided under CLSSA agreements, is intended to provide support to the requiring nation on the same basis that support is provided to U.S. Forces. However, such support cannot be provided if the combat effectiveness of U.S. Forces would be impaired thereby. Consequently, CLSSA support is not to be provided on the same basis as for U.S. Forces until after the expiration of a lead time period

necessary to augment U.S. Stocks to support the agreement. CLSSA requisitions received before the expiration of required lead time may be filled from existing supply source stocks only if stock levels do not drop below the established reorder point. If sufficient stock balances are not available to fill such requisitions without dropping below the reorder point, supply sources will initiate procurement action to fill the CLSSA requirement. CLSSA requisitions received prior to expiration of the established lead time are considered to be "unprogrammed" requirements. Unprogrammed CLSSA requisitions and passing orders will contain CLPSC 2 in rp 72 (see appendix B27). CLSSA requisitions and passing orders received after expiration of the lead time required to augment stock levels will be processed in the same manner as U.S. demands. Such requisitions and passing orders are considered to be "programmed" requirements and will contain CLPSC 1 in rp 72. If rp 72 is blank when the requisition is received by the ICP/IMM, the requisition will be processed as an unprogrammed requirement.

4. Certain FMS and Grant Aid requisitions will be subject to a restriction in quantity when it is determined that the total requirement for an item will result in more than 25 shipment units. This constraint is employed to preclude the assignment of non-MILSTRIP TCNs which occurs when the number of shipment units exceeds 25 and which causes a loss of identity to the shipment. The Services will specify those items of equipment to which the quantity restriction applies. Generally, these items will be equipment such as wheeled/tracked vehicles or other items when a unit of issue of one each will constitute a single shipment unit.

#### **H. RESERVED**

#### **I. STATUS IN GENERAL**

1. Supply sources will provide status only to the ILCO or other monitoring activities identified in rp 54 of appendix C formats. DI Code AE3 will be used on supply status, and DI Code AS3 will be used on shipment status in response to followups. However, DI Code AE8/AS8 will be used in supply source initiated status. It is the responsibility of the ILCO or monitoring activity to furnish status to the appropriate country status recipient.

2. Status from the ILCO/monitoring activity to the MAPAD country status recipient will be transmitted through the DAAS.

a. Status to FMS customers is sent to the MAPAD TAC 4 country status recipient.

b. Status to Grant Aid customers is sent to the MAPAD TAC 3 country/in-country security assistance organization (SAO) status recipient.

3. The M&S entry in rp 7 should be 0 (zero) to preclude unnecessary status output. The transmission medium is determined by DAAS.

#### **J. STATUS UPON REQUISITION INITIATION OR SUBMISSION**

1. **General.** Status is provided by the ILCO to the customer when the requisition enters the supply system.

2. **Service initiated requisitions.** When FMS requisitions are prepared and introduced by a U.S. Service, a supply status document representing the U.S. prepared requisition will be transmitted by the introducing U.S. Service to the appropriate MAPAD status recipient. The supply status document may also be prepared for CONUS generated MAP Grant Aid transactions and, when prepared, will be transmitted to the appropriate in-country SAO. The supply status document will contain DI Code AE\_ and will contain a code A thru E in the third position to reflect the type of stock number being requisitioned. It is desired that the latest available unit price be entered in rp 74-80;

however, this is an optional entry depending on the capability of the Service involved. Status Code BU will be entered in rp 65-66 and the ESD in rp 70-73 may be left blank.

3. Customer initiated requisitions.

a. When country prepared FMS requisitions are forwarded to supply sources by the ILCO, supply status with DI Code AE2 citing Status Code BW will be provided to the customer.

b. When Grant Aid requisitions prepared by the in-country SAO are forwarded to supply sources by the ILCO, supply status with DI Code AE1 citing Status Code BW will be provided to the customer/SAO.

c. The latest available unit price may be entered in rp 74-80, and the ESD in rp 70-73 may be left blank.

K. FOLLOWUPS AND STATUS RESPONSES

1. As authorized, followups, modifiers, and cancellations for FMS and MAP Grant Aid transactions may be submitted by CRs or in-country SAOs to the source(s) designated by the individual U.S. Service administering the FMS case or MAP Grant Aid Program line.

2. When followups are submitted to the ILCO/monitoring activity, the latest status information will be furnished to the CR by the ILCO/monitoring activity.

a. FMS requisition status will contain DI Code AE2 or AS2.

b. Grant Aid requisition status will contain DI Code AE1 or AS1.

3. When current status information is not available on requisitions which have been submitted to the supply system, the ILCO/monitoring activity may transmit the followup to the appropriate supply source or provide interim status to the customer pending completion of ILCO/monitoring activity followup action. In either case, a supply status document containing Status Code BW or BM (as indicated by the U.S. Service) and a blank ESD field may be provided to the customer. When requisitions have not been introduced into the supply system, the ILCO/monitoring activity will provide a written reply to the customer originated followups.

L. CANCELLATION AND REJECTION STATUS

1. Cancellation and rejection status from the supply source will be provided to the ILCO/monitoring activity citing DI Code AE3 and the appropriate status code.

2. DI Codes AE1/AE2 supply status will not be produced by the supply source on FMS and Grant Aid requisitions.

M. STATUS ON FOREIGN MILITARY SALES NOTICE OF AVAILABILITY

When FMS requisitions are processed and an NOA is forwarded to the CR/FF, a DI Code AE2 supply status document containing Status Code BL will be furnished to authorized status recipients at the same time the NOA is forwarded. The BL status advises that the item is available for shipment and was offered to the CR/FF on the date entered in rp 70-73.

## **N. MODIFICATION OF COUNTRY FOREIGN MILITARY SALES OFFER/RELEASE OPTION OR FREIGHT FORWARDER**

1. Unusual circumstances can require a change in the country FMS offer/release option code or freight forwarder code for an FMS case or for individual requisitions within an FMS case. When this condition exists, FMS customers or ILCOs/monitoring activity **may initiate DI AM\_ requisition modifier** to change the coded data in FMS requisitions which have been released to the supply system.

2. FMS requisition modifier transactions will be initiated under chapter 2, paragraph S. Entries in the requisition modifier transaction may differ from those in the original requisition only to reflect changes to one or any combination of the following:

- a. Media and Status, rp 7.
- b. Country FMS Offer/Release Option, rp 46.
- c. Freight Forwarder, rp 47.
- d. Signal, rp 51.
- e. Fund, rp 52-53.
- f. Distribution, rp 54.
- g. Project, rp 57-59.
- h. Priority Designator, rp 60-61.
- i. Required Delivery Date, rp 62-64.
- j. Advice, rp 65-66.

3. Modifiers which change the country FMS offer/release option or FF must be submitted to procurement for manual amendment of contracts. Customers are responsible for additional charges which may accrue. To limit manual processing and avoid additional contract charges, modifiers which change the country FMS offer/release options or FFs should be submitted only when the change is mandatory. When DD Forms 1513, U.S. Department of Defense Offer and Acceptance, have not been amended to reflect the changes, FMS customers must coordinate with the Service ILCO/ monitoring activity before requesting requisition modification.

## **O. RELEASE OF FOREIGN MILITARY SALES SHIPMENTS**

### **1. General**

a. The procedures to be followed in releasing shipments of FMS materiel from storage activities are normally dependent upon the entry in rp 46 of requisitions or related **transactions**. The exceptions to use of the country FMS offer/release option code in rp 46 in the release of shipments are:



(1) When the shipment is unclassified and is to be accomplished by parcel post/small parcel delivery service, the shipment will be released automatically without an NOA regardless of the entry in rp 46. Classified shipments always require use of an NOA, as indicated below.

(2) When an export release is required from MTMC under chapter 202 of AR 55-355 et al., (reference (d)), the shipping activity will submit a request for export release to the MTMC Area Command before shipment. An NOA will be furnished to the CR/FF and will indicate that an export release has been requested. The export release provided by the MTMC releasing authority will include shipping instructions as coordinated with the CR/FF.

(3) When the shipping activity determines that the shipment includes materiel which is dangerous/hazardous, sensitive, or otherwise requires a high degree of protection or control within CONUS, but does not require an export release from MTMC, an NOA will be furnished to the CR/FF regardless of the entry in rp 46 and the shipment will be held pending receipt of release and shipping instructions from the CR/FF. NOAs for classified shipments will be forwarded to the CR identified in the MAPAD (reference (c)).

b. For shipments not subject to the exceptions outlined in paragraph O.1.a., above, the entry in rp 46 will prescribe procedures to be followed in releasing shipments of FMS materiel from storage activities. When Country FMS Offer/Release Options Y and Z are entered in rp 46, notification to the designated CR/FF is required prior to release of the shipment. When rp 46 contains Country FMS Offer/Release Option A or X, the shipment will be released automatically, without providing an NOA to the CR/FF.

c. The NOA is the document by which a U.S. shipping activity will notify the designated CR/FF address that materiel is ready for shipment. A manual NOA will be prepared for all classified shipments and certain unclassified shipments for all countries except those countries specifically requesting mechanized NOAs such as the Federal Republic of Germany. Countries desiring to receive the mechanized NOA will submit a request to the Director, Defense Logistics Management Standards Office, ATTN: DLMSO-MM. All countries requesting the mechanized NOA will be identified in this paragraph. Procedures for NOA preparation are contained in paragraphs O.2. and O.3., below. The NOA document, manual or mechanized, will be assigned a notice number. The FMS notice number will be the control number (TCN, GBL, etc.) assigned to the shipment except when the shipment is made on a CBL and a TCN is not assigned; the shipping activity will assign their own FMS notice number which will be prefixed by the consignor's AAC beginning in rp 61 of the FMS notice number field. When rp 61-77 are not filled, these positions not used will be blank.

## 2. Manual Notice of Availability

a. The DD Form 1348-5, Notice of Availability/Shipment, will serve as a cover document for individual copies of the DD Form 1348-1A<sup>1</sup> applicable to each line item in a shipment unit. Together, these documents will comprise the original NOA. The data to be entered on the DD Form 1348-5 are that which describe the shipment unit, while the supporting copies of the DD Form 1348-1A provide individual item data. All blocks of the DD Form 1348-5 from the top of the form to the portion captioned

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<sup>1</sup> Effective 1 Nov 91, the DD Form 1348-1A, Issue Release/Receipt Document, became the primary document to issue, release, and receive materiel; however, you may continue to use the DD Form 1348-1, DoD Single Line Item Release/Receipt Document, until all stocks are exhausted, but not beyond November 1996.

"TO BE COMPLETED BY ADDRESSEE" will be completed by initiating activities when the applicable shipment units are consolidated. In instances of single line item shipment units, the following data are not mandatory entries on the DD Form 1348-5 if they are contained in the accompanying copies of the DD Form 1348-1A: type pack, pieces, weight, and cube. All data blocks are self-explanatory, except that the NOA date (the date notice is transmitted) will be entered in the block titled "Notice of Availability/Shipment." The "Notice Number" block will contain the control number (TCN, GBL, etc.) assigned to the shipment. When an export release is required from the MTMC, the DD Form 1348-5 will be annotated or stamped in the lower left corner "EXPORT RELEASE REQUIRED." The shipping activity will also annotate or stamp brief notes applicable to materiel discussed in paragraph O.1.a.(3), when appropriate. The manual NOA will be mailed to the notice recipient specified in the MAPAD (reference (c)) except that the NOAs covering classified shipments will be forwarded to the country representative. Distribution of DD Form 1348-5 (appendix A5) will be as follows:

<u>COPY NO.</u>	<u>USE</u>
1	Retained by the shipping activity pending receipt of shipment release instructions.
2,3	Furnished to the appropriate CR/FF address (as designated in reference, to receive the NOA) with copies of the DD Form 1348-1A, for insertion of shipment release instructions on the third copy and return to the shipping activity. The second copy will be retained by the CR/FF.

b. Replies to manual NOAs will be accomplished by two different methods. When an export release is required, the CR/FF will furnish specifying consignment instructions, if any, and coordinate these or other shipment or delivery instructions with MTMC releasing authority. When an export release is not required, the reply will be accomplished by insertion of shipment release instructions on the third copy which will be returned to the issuing activity. Shipment release instructions will provide for shipment or delivery of materiel to a single destination by shipment unit. Shipment units identified by shipment unit numbers will not be split by shipping activities to accommodate shipments or deliveries to multiple points. Instructions to CR/FFs regarding replies to NOAs will specify the need for coordinated instructions when an export release is required and include provisions for the following minimum data in the replies to other NOAs:

- (1) The complete name and address of the consignee except when materiel will be picked up by the CR/FF.
- (2) The date materiel is to be shipped or the date the materiel will be picked up by the CR/FF.
- (3) The complete name and telephone number(s) of the individual(s) who will be available and authorized to receive on behalf of the purchasing country, for the specific classified shipment covered by the NOA advising of the availability of a classified shipment.

c. In instances where the shipment does not require an export release or the shipping activity has determined that there is no requirement for a high degree of protection or control and Country FMS Offer/Release Option Y is contained in rp 46, the shipment will be released to the CR/FF on the 15th calendar day after the NOA date, unless alternate shipping instructions are received. When an export release is required, the shipment will be held pending receipt of release and shipping instructions from the MTMC releasing authority and if such instructions are not received within 15 calendar days after the NOA date, a followup only to MTMC will be made in lieu of transmitting a duplicate NOA. In instances where the shipping activity has determined a need for a high degree of protection of control or Country FMS Offer/Release Option Z is contained in rp 46, the shipment will be held pending receipt of release and shipping instructions from the CR/FF. Should such instructions not

be received within 15 calendar days after the NOA date, a duplicate of the NOA will be transmitted to the designated notice recipient, with the same shipment unit number assigned. This duplicate NOA will be annotated to indicate that the shipment delay is caused by the CR/FF's failure to furnish release and shipping instructions. Two copies of the DD Form 1348-5, Notice of Availability/Shipment, together with the DD Form 1348-1A, will constitute the delay NOA.

3. **Mechanized Notice of Availability.** Except for classified shipments or unclassified shipments to be accomplished by parcel post/small parcel delivery service, the mechanized FMS NOA is provided to customers having a need to receive mechanized data for FMS shipments when Country FMS Offer/Release Option Y or Z is entered in rp 46 of requisitions or when an export release is required pursuant to chapter 202 of AR 55-355, et al. (reference (d)). The mechanized NOA consists of the following documents:

a. The FMS NOA key document will contain shipment unit information and will accompany the FMS NOA detail document. The initial key document will contain DI AD1 when an export release is not required and DI ADR when an export release is required. When release instructions have not been received within 15 days of the DI ADR NOA date, a followup will be made to the MTMC releasing authority and a delay NOA key document, DI AD3, will not be prepared or transmitted to the CR/FF. When Country FMS Offer/Release Option Z applies and release instructions have not been received within 15 calendar days of the DI AD1 NOA date, a delay NOA key document containing DI AD3 will accompany the delay NOA detail documents.

b. The FMS NOA detail document will contain line item information as contained in the issue/release document; such as, the MRO or DD Form 1348-1A. The initial detail document will contain DI AD2. When Country FMS Offer/Release Option Z applies and release instructions have not been received within 15 calendar days of the NOA date, a delay detail document containing DI AD4 will be prepared for each initial detail document which accompanied the initial key document.

c. The FMS reply document (DI AD5) will always be used when replying to a mechanized NOA other than DI ADR. When replying to a DI ADR NOA key document the specifying consignment instructions and/or other shipment or delivery instructions will be provided to the MTMC releasing authority to facilitate provision of a coordinated (export) release to the shipping activity. In replying to mechanized NOA other than DI ADR, the following rules apply:

(1) When shipment release is to be made to the addresses identified by coded entries in the MAPAD (reference (c)), the AD5 document will contain an R in rp 60.

(2) When shipment release instructions are being mailed under separate cover, the AD5 document will contain an E in rp 60. The shipment release instructions which are mailed may be accomplished by letter, country designated forms, or other appropriate communications; however, such instructions must reach the shipping activity within 15 days for transactions coded with Country FMS Offer/Release Option Y. Otherwise, the shipment will be released automatically to the appropriate address contained in reference (c). The S/A's implementation of these procedures will provide for such replies to be transmitted to the activity designated by the RI contained in rp 4-6 of the NOA documents.

4. When a country replies to an NOA and rejects the shipment because the shipment unit contains materiel which will constitute a duplicate shipment, the shipping activity will withdraw the rejected materiel from the shipment and prepare a new NOA (AD1 and AD2 or ADR and AD2).

5. Shipments from Procurement (To be finalized).

**P. RESERVED**

**Q. CONSOLIDATION AND MARKING OF FOREIGN MILITARY SALES SHIPMENTS**

1. **Consolidation.** The shipment planning process should recognize and assure compatibility of codes in requisitions and related documents when configuring shipment units. To assure compatibility of codes, rp 30-34, rp 45-50, and rp 57-61 must be considered for FMS nonassembly shipments; rp 55 and 56 must be considered in addition to rp 30-34, rp 45-50, and rp 57-61 for FMS assembly shipments; and rp 30-33, rp 35, and rp 57-61 must be considered for Grant Aid.

a. FMS assembly shipments may be consolidated into containers or shipment units if under the same U.S. Service program manager, recipient country, customer within country, delivery term code, in-country service, offer/release option code, FF code, FMS case, case line number, project codes (if applicable), and PD. The criteria for FMS nonassembly shipments is the same as for assembly shipments with the following exception: nonassembly shipments may be consolidated regardless of CLN.

b. Grant Aid assembly and nonassembly shipments may be consolidated into containers or shipment units if under the same U.S. Service program manager recipient country, customer within country, type of assistance, project code (if applicable), and PD.

c. Consolidation will also be limited by the following conditions:

(1) Physical characteristics of items should be compatible with other items in the same shipment unit.

(2) Explosives or other dangerous articles will not be consolidated with other items.

(3) Aircraft, missiles, engines, and large (excess dimension) spares or assemblies for any item of equipment subject to special handling or construction or requiring movement as a single shipment unit will not be consolidated with other line items.

(4) Radioactive or magnetic materiel will not be consolidated together or with other materiel.

(5) When shelf-life items are included in a consolidated shipment, the exterior of the consolidated shipping container will be marked under the multipack requirements of MIL-STD-129 (reference (w)).

2. **Address Marking.** The manner of designating ship-to and/or mark-for addresses in requisitions is described in subparagraph C.2.c. After determining the specific coded entries and their use as a ship-to and/or mark-for address in a given requisition, the corresponding clear-text address for container markings will be obtained from the MAPAD (reference (c)).

**R. RESERVED**

**S. DOCUMENT DISTRIBUTION**

1. **Military Assistance Program Grant Aid Documents**

a. DD Form 1348-1A<sup>2</sup>. Documentation to accompany shipments will be two copies of the DD Form 1348-1A, Issue Release/Receipt Document and one copy of the APL, if produced. See figure 6-2.

b. DD Form 250. On direct deliveries from vendors, a copy of the DD Form 250, Material Inspection and Receiving Report, procurement shipping and receiving document, will be forwarded to the SAO of the country.

## 2. Foreign Military Sales Documents

### a. DD Form 1348-1

(1) The distribution of the release/receipt document is shown in figure 6-3. (Actual copies utilized, other than the original, will be at the option of the individual S/A.)

(2) For shipments requiring NOA, an additional three copies of the release/receipt document will be used in providing the original/ delay/amended NOAs, as required.

b. DD Form 1348-1A. Documentation to accompany shipments will be two copies of the IRRD and one copy of the APL, if produced. See figure 6-4. For shipments requiring an NOA, three copies of the DD Form 1348-1A will accompany the NOA.

## T. RESERVED

## U. SPECIAL MILITARY ASSISTANCE PROGRAM GRANT AID PROCEDURES

When issues of excess materiel are made in support of reimbursable MAP Grant Aid requisitions, the following action will be initiated:

1. Change signal code to D.
2. Furnish BN supply status to designated address(es).

## V. RESERVED

## W. CANCELLATION OF REQUISITIONS

1. The same rules governing cancellation of requisitions for Troop Support (see chapter 2, paragraph Q.; chapter 3, paragraph AA.; and chapter 8) will apply to FMS and Grant Aid except for special procedures herein.

2. When individual line items with a Grant Aid program RCN are to be canceled, or FMS cases/programs are to be canceled, the canceling Agency/activity will submit single line cancellation requests under the appropriate Service policy.

3. FMS/Grant Aid single line cancellation requests will be processed under chapter 3, paragraph AA., except that:

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<sup>2</sup>See figure 6-1 for the DD Form 1348-1 distribution requirements. Actual copies utilized, other than the original and the first carbon copy, will be at the option of the individual S/A.

a. No tracer action will be initiated for FMS shipments to foreign countries which move in commercial transportation channels to commercial FFs and are therefore not available for cancellation after turnover to the carrier, post office, or FF. Storage activities will furnish supply sources with shipment status documents (DI AU\_).

b. Supply sources will advise the ILCO of contractual agreements which will result in cost conditions if cancellations, diversions, or holding are accomplished. The ILCO will decide whether the cancellation, diversion, or hold actions will be suspended or continued. Decisions to continue cancellations or diversions will be provided the supply source by narrative message containing the notation: "Decision for cancellation or diversion by ILCO."

4. FMS/Grant Aid mass cancellation requests will be processed under chapter 8, except that ILP mass cancellation requests will be submitted with the required codes for identification of one of the following, for which cancellation of all requisitions is requested:

a. U.S. MAP Service code and country/activity code (rp 30-32).

b. U.S. MAP Service code and country/activity code (rp 30-32) and project code (rp 57-59).

c. FSC or FSG when associated with U.S. MAP Service code and country/activity code (rp 30-32).

5. Transportation (such as the terminal costs associated with stopping, holding, and returning materiel to depots or storage) and procurement termination costs incident to actual diversion/cancellation of FMS requisitions will be charged under DoD Instruction 7510.4 (reference (x)).

6. Grant Aid shipments which meet the criteria for shipment diversion under mass cancellation conditions will be diverted to the predesignated storage sites of the canceling Service by the DTS. Storage sites in receipt of Grant Aid cancellation shipment(s) will report the receipt(s) to the applicable Service ICP/ILCO and the materiel will be accounted for as MAP suspended materiel pending receipt of disposition instructions. Service ILCOs will provide disposition instructions under the provisions of DoD 5105.38-M (Part II) (reference (t)).

7. Navy sponsored FMS shipments from vendor sources will be diverted to predesignated Navy storage sites by the DTS. FMS shipments sponsored by the other Services and Navy sponsored shipments from DoD/GSA storage activities will be diverted under chapter 8, paragraph E.1.

## **X. RESERVED**

## **Y. RETURN OF DISCREPANT FOREIGN MILITARY SALES MATERIEL**

1. Discrepancies in FMS shipments are reported on SF 364, Report of Discrepancy, by the receiving FMS customer. The required data entries and procedures for processing RODs are provided by the joint regulation DLAR 4140.60, et al. (reference (y)).

2. When it is determined that materiel reported on SF 364 is to be returned to U.S. supply system stocks, the U.S. supply source, in addition to completing the reverse side of the SF 364, will prepare the DD (or GSA) Form 1348-1A, to be used to return the materiel. The DD (or GSA) Form 1348-1A, in five copies, will be forwarded to the U.S. ILCO indicated by the first position of the requisitioner's document number (Block 8, SF 364) along with the SF 364 and contain entries shown in appendix C47.

3. The DTS will be used to return discrepant FMS materiel when appropriate. This can be accomplished in two ways:

a. If a transshipment point has not been specified and the SAO has the capability/capacity to perform this function, the SAO will arrange for movement through the DTS.

b. If a transshipment point has been designated, the transshipment point will arrange for movement through the DTS.

(1) The transshipment point should be a U.S. activity located in the FMS country which submitted the ROD and/or be reasonably accessible to the FMS country.

(2) The transshipment point will, as a minimum, provide legible copies of the signed DD Form 1348-1A (evidencing receipt) to the U.S. supply source identified in rp 67-69, the appropriate CR listed in the MAPAD (reference (c)), and, if requested, to the consignor. The latter two copies may be reproductions of the copy furnished to the supply source.

(3) Coordination between the U.S. supply source and the focal point listed in DLAR 4140.60, et al. (reference (y)) is required prior to initial designation as a transshipment point of an S/A other than that of the supply source.

(4) When the DTS is not used for return of discrepant FMS materiel, the holding FMS country will arrange for movement through the CR/FF to the activity designated in Block 3 of the DD Form 1348-1A<sup>3</sup>. CONUS inland shipments will be effected by the use of a collect CBL convertible to a GBL upon receipt. Reimbursement of transportation charges between the holding FMS country and the CR/FF will be requested by the CR to the U.S. supply source identified in rp 67-69 of the DD Form 1348-1A.

(5) Regardless of the method of transporting return-eligible discrepant FMS materiel, all shipments pursuant to these procedures must be completed within 180 days of the date of document preparation entered in Block 5 of the DD Form 1348-1A<sup>4</sup>

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<sup>3</sup>Block B of the DD Form 1348-1.

<sup>4</sup>Block O of the DD Form 1348-1.

<u>DOCUMENT</u>	<u>NO. OF COPIES</u>	<u>DISTRIBUTION</u>
DD Form 1348-1	Three	Two copies will accompany all shipments. (One copy must be the first carbon copy.) A minimum of one copy will be on the outside if not in conflict with other applicable directives. The original will be retained by the shipper unless an automated capability is available to prove a shipment has been made.
DD Form 1348-1	One	Forwarded via priority mail to the activity designated in the MAPAD to receive the document (Type Address Codes 5 and 6; if blank, see Type Address Codes 1 and 2, respectively).
Automated Packing List	One	If an APL is produced, it will be attached to the outside of the shipping container.

Figure 6-1. Distribution of DD Form 1348-1, used as Military Assistance Program Grant Aid Documents.



CH 8  
DoD 4000.25-1-M

(RESERVED)

<u>DOCUMENT</u>	<u>NO. OF COPIES</u>	<u>DISTRIBUTION</u>
DD Form 1348-1A	Three	Two copies will accompany all shipments. (One copy must be the first carbon copy.) A minimum of one copy will be on the outside if not in conflict with other applicable directives. The original will be retained by the shipper unless an automated capability is available to prove a shipment has been made. When DD Form 1348-1A contains bar coding, one of the two copies to accompany all shipments will be the original copy.
DD Form 1348-1A	One	Forwarded via priority mail to the activity designated in the MAPAD to receive the document (Type Address Codes 5 and 6; if blank, see Type Address Codes 1 and 2, respectively).
Automated Packing List	One	If an APL is produced, it will be attached to the outside of the shipping container.

**Figure 6-2.** Distribution of DD Form 1348-1A and Automated Packing List, used as Military Assistance Program Grant Aid Documents.

CH 8  
DoD 4000.25-1-M

(RESERVED)

<u>DOCUMENT</u>	<u>NO. OF COPIES</u>	<u>DISTRIBUTION</u>
DD Form 1348-1	Three	Two copies will accompany all shipments. A minimum of one copy will be on the outside if not in conflict with other applicable directives. One copy will be produced and retained by the shipper unless an automated capability is available to prove a shipment has been made.
DD Form 1348-1	One	Forwarded via priority mail to the activity designated in the MAPAD to receive the document (Type Address Codes 5 and 6; if blank, see Type Address Codes 1 and 2, respectively).
Automated Packing List	One	If an APL is produced, it will be attached to the outside of the shipping container.

Figure 6-3. Distribution of DD Form 1348-1, used as Foreign Military Sales Documents.

CH 8  
DoD 4000.25-1-M

(RESERVED)

<u>DOCUMENT</u>	<u>NO. OF COPIES</u>	<u>DISTRIBUTION</u>
DD Form 1348-1A	Three	Two copies will accompany all shipments. (One copy must be the first carbon copy.) A minimum of one copy will be on the outside if not in conflict with other applicable directives. The original will be retained by the shipper unless an automated capability is available to prove a shipment has been made. When DD Form 1348-1A contains bar coding, one of the two copies to accompany all shipments will be the original copy.
DD Form 1348-1A	One	Forwarded via priority mail to the activity designated in the MAPAD to receive the document (Type Address Codes 5 and 6; if blank, see Type Address Codes 1 and 2, respectively).
Automated Packing List	One	If an APL is produced, it will be attached to the outside of the shipping container.

Figure 6-4. Distribution of DD Form 1348-1A and Automated Packing List, used as Foreign Military Sales Documents.

## CHAPTER 8

### MASS OR UNIVERSAL CANCELLATION OF REQUISITIONS

#### A. MASS OR UNIVERSAL CANCELLATION OF REQUISITIONS

1. Requests for mass or universal cancellation of requisitions will be initiated by the Service headquarters, or by an authorized command element. The S/A contact points established for issuance and receipt of requests for mass and universal cancellation are listed in figure 8-1. Inter-S/A dissemination of requests for mass or universal cancellation will be made by the contact points designated in Column 1 to the designated contact points identified in Column 2 of figure 8-1. The preparation of a mass or universal cancellation request will be accomplished under the format reflected in appendix A24.

2. Intra-S/A dissemination of requests for mass or universal cancellations will be accomplished by the S/A contact point designated in Column 2 of figure 8-1. Intra-S/A dissemination will include all S/A supply sources, storage sites, and other activities within the S/A processing MILSTRIP documentation or shipments with capability to cancel requisitions or divert shipments. In addition, the designated S/A contact points will ensure that the appropriate overseas theater, force, logistics, or type commanders are cognizant of mass or universal cancellation actions affecting their areas of responsibility.

3. Events such as base closures, termination of special projects, ship and unit inactivations, termination of agreements, termination of vessel outfitting, or construction can necessitate the requirement for mass or universal cancellation.

a. Although these events may ultimately require mass or universal cancellation action, they are normally known to the affected activities well in advance of the effective date of such closures or termination action. In these instances, every effort will be made by the requisitioning activity to minimize the continued processing of requisitions by the supply sources, and the subsequent entry of unwanted shipments into the DTS, through initiation of single line cancellations (see chapters 2 and 3).

b. When it is known that insufficient time remains to permit continued cancellation on a single line basis, a mass cancellation or universal cancellation may be requested.

(1) A mass cancellation permits continued document and shipment processing for selected requisitions.

(2) A universal cancellation serves to terminate all such processing, even requisitions previously identified for continued document and shipment processing under mass cancellation situations.

(3) Normally the request will specify either mass or universal cancellation; but, under extreme conditions, a mass cancellation may be superseded by a universal cancellation.

c. Requisitions for which continued document and shipment processing will be requested under mass cancellation situations will be indicated by the requiring activity at the earliest date through submission of document modifiers (DI AM\_) containing Expedited Handling Signal "555" in the RDD data field, rp 62-64.

(1) The RDD may not be changed to "555" by means of a DI AM\_ transaction submitted after the effective date of the requested mass cancellation; however, modifiers submitted to change other data elements when the "555" RDD has been previously entered must perpetuate the expedited handling signal.

(2) Requisitions containing, or modified to contain, "555" in the RDD data field will receive processing precedence under chapter 3.

d. When a universal cancellation is initiated to supersede a mass cancellation and there are outstanding requisitions containing or modified to contain "555" in the RDD data field, supply sources will provide DI AC7/ACM transactions to storage and procurement activities for all outstanding requisitions, regardless of the "555."

4. Requests for mass or universal cancellation action will be submitted to the S/A designated contact point(s) by message (appendix A24) for cancellation of all open requisitions applicable to specific projects, or bases (as identified by AACs). The request for mass or universal cancellations will contain identification of the activity having submitted the request, the effective date, and the required codes for identification of one of the following, for which cancellation of all applicable requisitions is requested:

- a. Project code and ship-to address (requisitioner, rp 30-35 or SUPADD, rp 45-50).
- b. No project code and ship-to address (requisitioner, rp 30-35 or SUPADD, rp 45-50).
- c. One project code and various addresses.
- d. No project code and various addresses.
- e. Various project codes and one address.
- f. FSC, FSG, NSN, or part number when associated with the address of the original requisition document number ship-to address and/or project designator.

5. It is recognized that a need may exist to continue the processing of certain requisitions and shipments during mass cancellations such as high priority demands to satisfy NMCS conditions (identified by 9 or N in rp 62 of the requisition). In addition, it is recognized that a need may exist to allow continued processing on requisitions for materiel required to effect base closure. In these instances the mass cancellation request will specify, in the special instructions segment, one of the following selective criteria:

- a. Project code(s) when associated with the ship-to address (requisitioner, rp 30-35 or SUPADD, rp 45-50) being canceled.
- b. NMCS RDD entry (rp 62-64) when associated with the ship-to address (requisitioner, rp 30-35 or SUPADD, rp 45-50) being canceled.
- c. FSC, FSG, NSN, or part number when associated with the ship-to address (requisitioner, rp 30-35 or SUPADD, rp 45-50) being canceled.
- d. Specific requisition document number(s) and RI from last status document received or the RI to which the requisition has been transmitted if status has not been received.



e. Specific PD when associated with the ship-to address (requisitioner, rp 30-35 or SUPADD, rp 45-50) being canceled.

f. RDP entry (rp 62-64) when associated with the ship-to address (requisitioner, rp 30-35 or SUPADD, 45-50) being canceled - conventional ammunition only.

6. Upon implementation of the mass cancellation message sources of supply and storage activities will review all prospective cancellations to identify those for which continued processing has been requested under paragraph A.5. In the case of items scheduled for direct delivery, the SOS will forward DI AMP requisitions modifier documents to procurement sources. Supply sources, storage activities, and procurement sources will annotate the affected requisition(s) and all associated documents/records, with an expedited handling signal "555" in the RDD/RDP data field.

7. DTS will continue movement of materiel to which an RDD of "555" has been applied except when a universal cancellation has been announced.

8. When OCONUS shipments have already departed from CONUS ports, the responsibility for diversion or disposition is that of the consignee or the appropriate theater, force, logistics, or type commander. Notice to the latter will be the transportation lift data provided by the DTS clearance authority. (See also paragraph E.4.)

9. No attempt will be made to divert materiel destined to CONUS customer activities beyond the point of shipment.

10. All shipping S/As will designate storage points within their distribution system to receive shipments redirected as a result of mass or universal cancellation. Fund citations for GBL preparation will also be provided. These designated points and fund citations will be provided to MAC, MTMC, or theater commanders and will serve as predesignated consignees for any announced mass or universal cancellation. If more than one storage point is designated, instructions will be furnished to specify on a geographical basis the storage point designation in relation to each range of water and aerial ports (such as, the west, gulf, and east coasts). In addition, canceling S/As will designate a contact point(s) to provide disposition instructions on materiel which does not meet the automatic diversion conditions specified in paragraph E. Designated contact points will provide requested disposition instructions to DTS within 24 hours on materiel located at air terminals and within 48 hours on materiel located at water terminals.

11. Customers retain the authority to submit single line cancellation requests (DIs AC1, AC2, and AC3) at any time before, during, or after the effective date of mass cancellation.

## **B. RESERVED**

## **C. PROCESSING MASS OR UNIVERSAL CANCELLATION REQUESTS**

1. Supply sources are responsible for assuring that requisition processing, procurement, and storage activities exercise the fullest practical resourcefulness in preventing the issue and shipment of unwanted materiel. The practical considerations involved in the processing of cancellation requests include such factors as time, packing and handling, related costs, and the location of materiel for which cancellation is requested.

2. Supply sources will cancel all requisitions dated on or prior to effective date announced in mass or universal cancellation requests for which MROs, DD Form 1348-1A, or purchase requests have not been submitted to storage or procurement activities. Notice of accomplished cancellations will be provided by BQ or B4 supply status (DI AE\_), as appropriate, and transmitted to all eligible status recipients under chapter 4 and within the timeframe for furnishing status.

3. Supply sources will furnish supply status (DI AE\_) containing Status Code B9 to all eligible recipients under chapter 4 and within the timeframes for furnishing status for:

a. Unconfirmed MROs, DD Form 1348-1A, and DI ACMs.

b. MRCs which indicate that shipment to OCONUS activities has been accomplished within 45 days of the effective date of the mass cancellation.

4. Subsequent notice of cancellation or diversions actually accomplished as a result of mass or universal cancellation will be in the format of supply status (DI AE\_) containing Status Code BQ, B4, or B6 for each line item canceled/diverted. Supply status (DI AE\_) containing Status Code B8 will be furnished to all eligible recipients for each line item not canceled or diverted.

5. Supply sources will provide storage and procurement activities with cancellation requests (AC6/ACP for mass cancellations and DIs AC7/ACM for universal cancellations) for all unconfirmed MROs, purchase requests, and MRCs which indicate that shipment to OCONUS activities has been made within 45 days of the effective date of the mass or universal cancellation. These transactions are mandatory when MROs/purchase requests have been issued to another S/A.

6. Supply sources will not provide storage and procurement activities with cancellation requests when:

a. In receipt of MRCs which evidence that shipment has been accomplished by parcel post.

b. In receipt of MRCs which evidence that shipment to CONUS activities has been accomplished.

c. In receipt of MRCs which evidence that shipment to OCONUS customers was accomplished more than 45 days prior to the receipt of the mass or universal cancellation request.

7. The following rules apply to mass or universal cancellation of shipments from storage:

a. Upon receipt of the mass or universal cancellation request pending the receipt of single line cancellation requests from the supply source, the storage activity will identify all affected MROs where the items have not been released to a carrier for delivery to the consignee.

(1) For mass cancellation, the storage activity will not suspend processing of MROs identified for continued processing under paragraph A.5., above.

(2) For universal cancellation, the storage activity will suspend further processing of all MROs, including any containing an RDD of "555."

b. For those OCONUS shipments which meet the mass or universal cancellation criteria and which have entered the DTS within 45 days of the date of the mass or universal cancellation message, the storage activity will generate a shipment status transaction (DI AU7) to the DAAS. The DI AU7 will be prepared in the same format as a DI AU1 transaction.

c. Storage activities will accomplish cancellation for all items for which single line cancellation requests are received from the supply source and the items have not been released to a carrier for delivery to the consignee.

d. Storage activities will advise the supply source of their actions taken in response to cancellation requests. When a shipment has not been released to the carrier for delivery to consignee and cancellation is accomplished, advice to the supply source will be prepared in the same format as the cancellation request, with the exception that rp 4-6 will contain the RI of the supply source to which the transaction will be directed and rp 67-69 will contain the RI of the activity preparing the transaction. The transaction will contain DI AG6. (See appendix C7.)

e. When storage activities do not accomplish cancellation, the supply source will be furnished supply status DI AE6, reflecting Status Code B8.

f. Storage activities in receipt of transportation confirmation of shipment diversion transactions will generate to the appropriate SOS a DI AG6 for each requisition contained within the shipment unit. The DI AG6 in this instance will contain, in addition to the normal data elements, the DoDAAC of the new consignee in rp 45-50.

g. Storage activities in receipt of transportation denial of shipment diversion transactions will generate to the appropriate SOS a DI AU\_. This transaction will be prepared under appendix C13.

8. All rules governing the single line cancellation of shipments from procurement under chapter 3 also apply to requests for mass or universal cancellation, except as modified herein:

a. The supply source will initiate cancellation requests (DI ACP/ACM) for all items scheduled for direct delivery, and for which purchase requests have been submitted, regardless of materiel costs, unless continued processing has been requested under chapter 8, paragraph A.5.

(1) For mass cancellation, cancellation will not be requested for requisitions annotated with an RDD of "555."

(2) For universal cancellation, cancellation will be requested regardless of the entry in the RDD field.

b. Procurement activities will not initiate actions with the DTS to cause diversion of shipments at terminals.

c. For those OCONUS shipments which have entered the DTS within 45 days of the date of the mass or universal cancellation message, or from the date of receipt of the DI ACP/ACM from the SOS, the procurement activity will generate a shipment status transaction (DI AU7) to the DAAS. The DI AU7 will be prepared in the same format as the DI AU1 transaction.

d. Procurement activities in receipt of confirmation of shipment diversion transactions will generate to the appropriate SOS a DI AG6 for each requisition contained within the shipment unit. The DI AG6 in this instance will be prepared from the data available in the original DI ACP/ACM, or purchase request, except that it will contain the DI AG6 and indicate in rp 45-50 the DoDAAC of the new consignee.

e. Procurement activities in receipt of denial of shipment diversion transactions will generate, to the appropriate SOS, a DI AU\_ shipment status. This transaction will be prepared using appendix C13.

D. RESERVED

E. DISPOSITION OF FRUSTRATED SHIPMENTS/MATERIEL

1. The disposition of frustrated shipments at WPOEs/APOEs which are the result of mass or universal cancellation action will be as follows:

- a. Shipments from DoD storage points, or from commercial vendors acting under the direction of a DoD procuring activity, will be diverted to the predesignated storage sites of the shipping/procuring S/A.
- b. Shipments from GSA storage points, or from commercial vendors acting under the direction of a GSA procuring activity, will be diverted to predesignated GSA material returns facilities.
- c. DTS attempts to divert/frustrate shipments will terminate 45 days from the effective date of the mass or universal cancellation message.

2. It is recognized that certain strategic and tactical operations or political considerations may dictate that all shipments for a given consignee be stopped or diverted. In these most restrictive of shipment diversion situations and economic considerations; such as, the comparison of accessorial cost of stopping, holding, and returning the materiel to depots/storage activities, the value of the canceled materiel and the costs of the receiving activity to perform the necessary processing or reprocessing of the materiel are not controlling factors. In most situations; however, the strategic, tactical, or political environment is such that complete disregard of these economic considerations is not warranted.

3. MILSTAMP (reference (p)) diversion procedures are established to permit diversion only if the materiel being shipped can be identified and located by TCN.

a. Non-Consolidated Shipment Units. Shipment units eligible for cancellation that have not been consolidated into a container with other shipments will be stopped and diverted by the POE up to the point of lift. Diversion of cancellation eligible shipments at or beyond the POD will be the responsibility of the appropriate theater, force, logistics, or type commander.

b. Consolidated Multiple Shipment Units. Individual line items will not be removed from Multiple Line Shipment Units (consolidated packs), nor will a shipment unit container be removed from a multi-container shipment (SEAVAN) type device. Shipment units cannot be diverted in the DTS if stuffed or loaded with other shipment units or on multiple shipment unit devices; such as, SEAVANS, CONEX, MILVANS, and AIRCRAFT PALLETS.

4. For those mass or universal cancellation requests which specify FSC, FSG, NSN, or part number data, the DTS will stop and frustrate, for S/A review, all shipments of the canceling S/A for the affected consignees. Disposition of cancellation eligible shipments at or beyond the POD will be the responsibility of the appropriate theater, force, logistics, or type commander.

5. The DTS will generate specified documentation for the following categories of shipments:

a. For all shipments which are diverted, as a result of mass or universal cancellation, the DTS will generate a confirmation of shipment diversion transaction to the DAAS. The confirmation of shipment diversion will contain complete TCMD data for each shipment unit and, if available, the contract number. In addition:

(1) For shipments which are diverted under pre-positioned instructions, the DTS will generate **appropriate MILSTAMP transactions** to the new consignee.

(2) For shipment units which are frustrated under subparagraph 2.b., above, or subparagraph 5., below, the DTS will generate a request for disposition instructions to the DAAS, which will route the transactions to the appropriate S/A contact points. In situations where the designated S/A contact point is a collocated liaison office, the request for disposition instruction transactions will be listed and provided to the contact point directly. After receipt of disposition instructions for such frustrated shipments, the DTS will prepare **appropriate MILSTAMP transactions** for the new consignee.

(3) For shipments intransit to, at, or between the POD and the OCONUS consignee, the OCONUS DTS activity will request disposition instructions from the appropriate theater, force, logistics, or type commander's designated contact point.

b. For shipments which have been intransit between the WPOE/APOE and the OCONUS consignee less than 30 days, the DTS will:

(1) Generate a listing of the manifest shipment unit data, vessel/aircraft identification and departure date, WPOD/APOD and ETA. This listing will be disseminated to the affected OCONUS command component, the appropriate WPOD/APOD, and to the designated contact point, if requested.

(2) Generate denial or shipment diversion transactions for each individual shipment unit to the DAAS.

6. Storage sites in receipt of diverted shipments will report the receipt to the appropriate SOS under MILSTRAP (reference (cc)). Reconsignment/disposition will be as directed.

7. The S/A initiating the cancellation requests applicable to U.S. Forces requisitions will be charged with (1) transportation and terminal costs associated with holding, stopping, and returning materiel to depots/storage, (2) procurement termination costs when it is determined that termination is in the best interest of the Government, and (3) excess transportation costs that may be incurred when moving the cargo unaffected by the mass or universal cancellation action. Specific instructions concerning materiel transportation charges and credit allowances are contained in the DoD 7420.13-R (reference (aa)) (**Text deleted**), FPMR 101-26.311 (reference (dd)), and FPMR 101-27.505 (reference (ee)).

## F. RESERVED

## G. PROCESSING OF MASS OR UNIVERSAL CANCELLATION TRANSACTIONS BY THE DEFENSE AUTOMATIC ADDRESSING SYSTEM

1. Upon receipt of the mass or universal cancellation message, DAAS will begin the establishment of a TSDC file. As the shipment status (DI AU7) transactions are received from the storage activities, they will be entered into the TSDC file.

2. When a confirmation of shipment diversion transaction is received from the DTS, the DAAS will match the TCN with the TCN in all applicable DI AU7 transactions in the TSDC file. The DAAS will generate a DI AE9 with Status Code B6 for each DI AU7 matched to the SOS indicated by the RI in rp 4-6 of the DI AU7. In this instance, the DI AE9 will contain the DoDAAC of the new consignee in rp 45-50.

3. When a denial of shipment diversion transaction is received from the DTS, the DAAS will match the TCN with the TCN in all applicable DI AU7 transactions in the TSDC file. The DAAS will generate a DI AE9 with Status Code B8 for each DI AU7 matched to the SOS indicated by the RI in rp 4-6 of the DI AU7.

4. When a request for disposition instructions is received from the DTS, the DAAS will match the TCN with the TCN in all applicable DI AU7 transactions in the TSDC file. The DAAS will generate a narrative message to the designated canceling S/A contact point which provides the contact point with the TCMD transaction data, plus all supporting DI AU7 transactions which comprise the shipment.

5. For those DI AU7 transactions on which confirmation/denial shipment diversion, or request for disposition instruction transactions are not received within 21 days of the date of the mass or universal cancellation message, the DAAS will initiate a shipment tracer action under MILSTAMP (reference (p)) to the POE indicated in rp 78-80 of the DI AU7.

6. When confirmation/denial of diversion or request for disposition instruction transactions are received from the transportation clearance authorities, and the DAAS does not find a corresponding DI AU7 record within the TSDC file, the DAAS will forward the transactions to the shipping activity identified in the transportation mass/universal cancellation status transactions.

	<b>COLUMN 1 ADDRESS <u>AUTHORIZED TO ISSUE</u></b>	<b>COLUMN 2 ADDRESS <u>AUTHORIZED TO RECEIVE</u></b>
<b>Army</b>	Executive Director USAMC Logistics Support Activity ATTN: AMXLS Redstone Arsenal, AL 35898-7466	(Same as Column 1)
	Commander U.S. Army Security Assistance Center New Cumberland Army Depot New Cumberland, PA 17070-5000	
<b>Navy</b>	Commander Naval Supply Systems Command ATTN: SUP 4112B Washington, DC 20376-5000	(Same as Column 1)
	Commander Naval Supply Systems Command ATTN: SUP 0731 Washington, DC 20376-5000 (For ILP Requisitions)	
<b>Air Force</b>	Commander HQ Air Force Materiel Command ATTN: AFMC/LGMI 4375 Chidlaw Road, Suite 6 Wright-Patterson AFB, OH 45433-5006	(Same as Column 1)
<b>Marine Corps</b>	Commandant of the Marine Corps Headquarters, U.S. Marine Corps ATTN: LPS-1 Washington, DC 20380-0001	Commanding General Marine Corps Logistics Base ATTN: Code P820 Albany, GA 31704-5000
<b>Coast Guard</b>	Commanding Officer U.S. Coast Guard Supply Center Baltimore (Code 330) Baltimore, MD 21226-1791	(Same as Column 1)

Figure 8-1. Service and Agency Mass and Universal Cancellation Contact Point List.  
(Part 1 of 3)

COLUMN 1  
ADDRESS

AUTHORIZED TO ISSUE

COLUMN 2  
ADDRESS

AUTHORIZED TO RECEIVE

General  
Services  
Adminis-  
tration

(Not applicable)

Defense  
Nuclear  
Agency

Commander  
Field Command Defense Nuclear  
Agency  
ATTN: FCPNM  
Kirtland AFB, NM 87115-5000

Defense  
Logistics  
Agency

(Not applicable)

Military  
Traffic  
Management  
Command

(Not applicable)

Commanding Officer  
U.S. Coast Guard  
Supply Center Curtis Bay  
(Code 4330)  
2401 Hawkins Point Road  
Baltimore, MD 21226-1792

Commanding Officer  
U. S. Coast Guard  
Aircraft Repair & Supply Center  
(Code 2110)  
Elizabeth City, NC 27909-5001

General Services Administration  
Federal Supply Service  
ATTN: FCSI (CMB4, Room 702)  
Washington, DC 20406

(Same as Column 1)

Defense Logistics Agency  
ATTN: MMSLR  
Cameron Station  
Alexandria, VA 22304-6100

Commander  
Eastern Area, Military  
Traffic Management Command  
ATTN: MTE-ITD  
Bayonne, NJ 07002-5000

Commander  
Western Area, Military  
Traffic Management Command  
ATTN: MTW-ITX  
Oakland, CA 94626-5000

Figure 8-1.  
(Part 2 of 3)

Service and Agency Mass and Universal Cancellation Contact Point List.



	<b>COLUMN 1 ADDRESS <u>AUTHORIZED TO ISSUE</u></b>	<b>COLUMN 2 ADDRESS <u>AUTHORIZED TO RECEIVE</u></b>
<b>Military Airlift Command</b>	(Not applicable)	Commander MAC/TROC Scott AFB, IL 62225-5001
<b>Defense Automatic Addressing System</b>	(Not applicable)	Defense Automatic Addressing System Office Gentile Station Dayton, OH 45444-4320

Figure 8-1. Service and Agency Mass and Universal Cancellation Contact Point List.  
(Part 3 of 3)

## CHAPTER 9

### MATERIEL RETURNS PROGRAM AND LATERAL REDISTRIBUTION OF RETAIL ASSETS

#### A. GENERAL

1. This chapter provides procedures for reporting of excess to the ICP/IMM and the processing of the reports of excess by the ICP/IMM. In addition, this chapter provides procedures for ICP/IMM directed lateral redistribution of retail assets identified by an Inter- or Intra-Service retail asset visibility system. These procedures also establish the necessary controls to ensure timely processing of related transactions and provide for the automatic return of material under specified conditions.

2. Policy regarding reporting of assets, transfer of assets, and lateral redistribution of assets, is contained in DoD 4140.1-1R, DoD Materiel Management Regulation.

3. Excess reports (DI FTE) and follow-on documentation transmitted by AUTODIN will always be routed through DAAS.

4. Credit for materiel returns is granted on the basis of receipt and classification by the consignee. Procedures for the timeframes and transactions for providing credit for materiel returns and lateral redistribution is contained in MILSBILLS (reference (s)).

#### B. APPLICABILITY AND SCOPE

The provisions of this chapter are applicable to all activities offering or returning material to a Service ICP, DoD IMM, or the GSA. **These provisions also apply to activities receiving and processing lateral redistribution orders of retail assets.** Policy regarding utilization and redistribution of MAP material is contained in DoD 5105.38-M, chapter 11, section II, (reference (t)). These procedures also apply to the processing of nonconsumable items.

#### C. EXCLUSIONS

1. Excess reports identified by part numbers exceeding rp 8-22, of the stock or part number field, are excluded from the DAAS' processing of DI FTG transactions. Other excess reports for items not identified by an NSN are excluded from these procedures on an inter-S/A basis.

2. Perishable subsistence items, with the exception of perishable subsistence returns (other than FF&V) from Navy mobile logistics, support fleet ships in the Pacific area.

3. IPE identified only by plant equipment code/manufacturers part number. These items will be reported to **(Text deleted)** RI S9R on DD Form 1342, DoD Property Record.

4. Class V (W) ground (surface) ammunition.

5. Lumber products (with exception of lumber product items stocked by GSA).

6. Items under DNA management, such as FSG 11 and all DOE special design and quality controlled items (identified by CAGE 87991 in the DLSC master item file), and all DoD items designed specifically for use on or with nuclear weapons (identified by CAGE 57991, 67991, or 77991 in the

DLSC master item file). (These items will be processed under DOE-DNA TP 100-1, et al. (reference (ff)).)

7. Excess ADPE under DoD 4160.21-M (reference (k)).

D. RESERVED

E. PREPARATION OF CUSTOMER EXCESS REPORTS (DI FTE/FTG)

1. Excess reports (DI FTE) will be prepared using one of the following mediums with data elements shown in appendix C. Part-numbered excess reports using DI FTG will only be prepared in the mechanical format on DD Form 1348m.

- a. DD Form 1348m, DoD Single Line Item Requisition System Document (Mechanical).
- b. DD Form 1348, DoD Single Line Item Requisition Document (Manual).
- c. DD Form 173/2, DoD Joint Messageform.

2. The mechanical DD Form 1348m will be used as the normal excess reporting document and will be electrically transmitted via data pattern communications media to the supply source via the DAAS. The mechanical document will be prepared in the format contained in appendix C30. Preparation will be by mechanical means.

3. The manual DD Form 1348 will be prepared as reflected in appendix C30. The manual form will be used only when:

- a. Facilities are not available to the reporting activity to permit electrical transmission of documents or when machine processing facilities are not available.
- b. The reporting coding structure does not provide sufficient data to assist the ICP/IMM in making decisions on disposition of material or the granting of credit to the reporting activity. In these instances, the exception data will be entered in remarks portion of the manual DD Form 1348. Reporting activities should not attempt to use exception data as a normal method for reporting of excess material as this necessitates processing excess reports off line by both the reporting activity and the ICP/IMM.
- c. The excess report must be accompanied by technical data including special forms.
- d. Manually prepared reports will be submitted by priority mail with containers conspicuously marked MILSTRIP EXCESS REPORTS.

4. The joint message form (DD Form 173/2) will be prepared using appendix A23. The message form will be used only when:

- a. Data pattern communication facilities are not available and
- b. Rapid document transmission is required to expedite processing of the excess report.

5. Excess reports of serviceable NIMSC 5 items from SICA reporting activities to the appropriate Service SICA will be submitted under Service implementing instructions. Quantities which are not required by the SICA will be forwarded to the PICA using DI FTE, the PICA's RI in rp 4-6, M&S 9, Signal Code C or L, the SICA's fund code in rp 52-53, and the SICA's RI in 67-69. If appropriate, the SICA will provide DI FTD delay status to the excess holder for the quantity referred to the PICA,

under paragraph M.5. The date in rp 70-73 of the FTD, if used, will be 35 days subsequent to the date the report was forwarded to the PICA. The PICA will provide disposition instructions to the SICA, designated by rp 52, and the M&S. The SICA, in turn, will provide disposition instructions to the reporting activity under Service implementing instructions.

6. When the SICA has excess NIMSC 5 serviceable stocks on hand, the SICA will prepare DI FTE under guidelines above but with the SICA's own document number.

#### **F. SUBMISSION OF CUSTOMER EXCESS REPORTS (DI FTE/FTG)**

1. Reporting of excesses will be determined by the existing retention and reporting policy under DoDD 4140.1R, DoD Materiel Management Regulation.

2. Excess reports will be forwarded by the reporting activity to the ICP/IMM. All GSA customer excess reports will be forwarded to RI GGO. Excess reports (DI FTE) transmitted by electronic means will always be routed through DAAS.

#### **G. CANCELLATION OF CUSTOMER EXCESS REPORTS (DI FTC)**

1. Use appendix C35 to prepare cancellation of excess reports, in total or partial quantities, and submit to the ICP/IMM under the following conditions:

a. When a determination is made that material is not available in the quantity reported on the excess report, a cancellation (DI FTC) will be promptly submitted to the ICP/IMM indicating the quantity to be canceled.

b. Upon determination that material directed for return will not be returned, a cancellation (DI FTC) will be promptly submitted to the ICP/IMM indicating the quantity to be canceled.

2. The need for timely and accurate cancellation actions under the above conditions is emphasized to avoid unnecessary followup actions and to ensure that ICP/IMM records or expected returns reflect proper quantities.

#### **H. PROCESSING REPLIES TO CUSTOMER EXCESS REPORTS (DI FTR)**

1. The reply to excess report (DI FTR), prepared under appendix C31, is used by the ICP/IMM to respond to all excess reports (DI FTE). The reporting activity will process the DI FTR reply using the excess transaction status code and take the following actions:

a. Use paragraph G. to submit a cancellation (DI FTC) when it is determined that material directed for return will not be returned.

b. Use appendix C36 to prepare a shipment status (DI FTM) and promptly submit to the ICP/IMM after material directed for return is released to the carrier. Prepare a separate DI FTM for each shipment. Exercise care to ensure that appropriate data content, including suffix (rp 44) of the individual DI FTR document, is perpetuated in the DI FTM.

2. Upon receipt of a DI FT6 followup on a DI FTR from the ICP/IMM, the reporting activity will review records to determine whether or not a DI FTR had been received. If there is no record of having received a DI FTR, the DI FT6 will be converted to a DI FTR and processed. If shipment has not occurred, a DI FTL citing the ESD will be submitted. **If records indicate that shipment has occurred, the transportation activity will be queried to ensure the material has actually been shipped. If the material has been shipped, a new DI FTM will be created. If material has not been shipped, ascertain when the shipment will be made and follow the above procedures.**

When less than the total quantity contained in the original DI FTR is to be shipped, the reporting activity will respond to the DI FT6 with a DI FTL for the quantity to be shipped and a DI FTC for the quantity which will not be shipped. If any of the shipment has already occurred, the reporting activity will respond to the DI FT6 with DI FTM for the quantity which has been shipped and with DIs FTL and/or FTC for the remaining portions of the originally reported quantity, as appropriate.

3. When DI FTR is transmitted to the SICA designated by rp 52, the SICA will forward the disposition instructions to the excess holder under Service implementing instructions. The excess holder will provide advice to the SICA regarding shipment or cancellation as appropriate, under Service implementing instructions, and the SICA will provide DI FTM or FTC to the PICA. If the SICA receives DI FT6 from the PICA and has no record of shipment, the SICA will follow up to the excess holder and submit an interim DI FTL to the PICA containing a future ESD to preserve the PICA's due-in record pending a firm reply to the DI FT6.

#### I. FOLLOWUPS ON REPORTED EXCESSES (FTF/FTT/FTP)

##### 1. Reporting Activity Followups Consist of Three Types:

a. Followup for ICP/IMM Reply to Excess Report (DI FTF). This type followup will be used to obtain intelligence regarding status of the original excess report (DI FTE) and will be prepared using appendix C34. DI FTF will be submitted no earlier than 30 days from date of submission of the DI FTE and will contain the same data as reflected in the DI FTE. If a DI FTD has been received, the DI FTF will be submitted at the expiration of the expected reply date and a DI FTR has not been received.

b. Followup for ICP/IMM Material Receipt Status (DI FTT). This type followup will be used when material to be returned has been shipped as directed by a Reply to Excess Report (DI FTR) but an ICP/IMM Material Receipt Status (DI FTZ) has not been received. This followup will be prepared using appendix C40. DI FTT will be submitted no earlier than 70 days (CONUS) or 130 days (OCONUS) after shipment. The data for the DI FTT will be the same as reflected in the DI FTM.

c. Followup for Credit (DI FTP). This type followup will be used when material to be returned has been shipped and credit allowance was indicated by ICP/IMM Material Receipt Status (DI FTZ) but no credit billing has been received. This followup will be prepared under MILSBILLS (reference (s)).

2. Followups will be submitted to the ICP/IMM to whom the original excess report (DI FTE) was submitted, except when information has been received in a DI FTQ status document that the DAAS has rerouted the excess report to the correct ICP/IMM. In this case, the followup will be submitted to the activity identified in the DI FTQ status document received from the DAAS.

#### J. AUTOMATIC RETURNS (FTA)

1. DI FTA is used for items designated by a supply source for automatic return. Supply sources will notify reporting activities of the location to which items so designated are to be shipped. DI FTA format is contained in appendix C37.

2. All NIMSC 5, unserviceable (Supply Condition E or F), items are designated for automatic return on an inter-Service basis. PICAs will notify SICAs of the NSN and the storage activity to which such items are to be shipped. PICAs will also notify the receiving storage activity of the NSN of such items which are to be returned. The SICAs will perpetuate this information to the SICA activities using intra-Service procedures. If there is no S/A SICA for the items identified for automatic return by a PICA (for example, the Coast Guard), the PICA will provide the information to the appropriate S/A designated activity.

3. When an unserviceable NIMSC 5 item is automatically returned and a replacement item will be requisitioned, the DI FTA and subsequent documentation will contain Project Code 3AL. If a replacement for the unserviceable NIMSC 5 automatic return item will not be requisitioned (for example, the returned item is excess to the returning activity's authorization or requirement), the DI FTA and related documentation will not contain Project Code 3AL. The DI FTA to the PICA must contain the data elements specified in paragraph E.5. for the DI FTE except for the M&S which may be assigned using S/A instructions; the SICA RI will be entered in rp 67-69 if M&S 9 is assigned. Subsequent to the generation of DI FTA, processing will occur as though there has been a DI FTE report and a DI FTR reply, along with other provisions of this chapter, excluding DIs FTF and FTD.

4. No other inter-S/A use of DI FTA is currently authorized.

5. S/As may use DI FTA internally for intra-S/A programs that do not conflict with other provisions of this manual.

**K. RESERVED**

**L. DEFENSE AUTOMATIC ADDRESSING SYSTEM**

DAAS will accomplish the following:

1. DIs FTM, FTP, and FTT will be passed to the activity represented by the RI in rp 4-6.

2. DIs FTB, FTD, FTQ, FTR, FTZ, and FT6 will be routed using the M&S code.

3. DI FTA, FTC, FTE, and FTF containing M&S 9 will be passed to the RI in rp 4-6 by DAAS when the signal code is C or L and the code in rp 52 identifies a valid bill-to DoDAAC using the fund code supplement to MILSBILLS (reference (hh)). If the signal code is not C or L or the activity in rp 52 cannot be identified, DAAS will return the transaction to the originating station with a narrative explanation of the reason for return. When DI FTA does not contain M&S 9, DAAS will pass the transaction to the RI in rp 4-6.

4. When DIs FTC, FTE, and FTF do not contain M&S 9, DAAS will perform an NSN/NIIN validation and SOS edit as follows:

a. If the NSN is correct and managed by the ICP/IMM identified in rp 4-6, Advice Code 3T will be entered in rp 65-66 and the document will be transmitted to that ICP/IMM.

b. If the NSN is correct but is not managed by the ICP/IMM identified in rp 4-6, the correct ICP/IMM RI will be entered in rp 4-6, Advice Code 3T will be entered in rp 65-66, and the document will be transmitted to the correct ICP/IMM. DAAS will furnish the reporting activity a DAAS Customer Excess Report Informative Status (DI FTQ) with Status Code TZ in rp 65-66.

c. If the FSC/NIIN NSN validation indicates that the FSC is incorrect, the FSC will be changed and the RI of the ICP/IMM in rp 4-6 will be changed where applicable. Advice Code 3T will be entered in rp 65-66 and the document will be transmitted to the managing ICP/IMM. DAAS will furnish the reporting activity an DI FTQ with Status Code TZ in rp 65-66.

d. If routing to an ICP/IMM cannot be accomplished by DAAS, the document will be passed to the activity identified in rp 4-6.

5. DAAS will validate DI FTG transactions, part-numbered excess reports, against the DLSC DILS files in search of a potential NSN match. If an NSN is found, DAAS will change the DI FTG to DI FTE for continued processing. As a result of the DI change, DAAS will generate a DI FTQ transaction with Status Code TZ. For part-numbered transactions not matched to an NSN DAAS will generate a DI FTQ transaction containing Status Code T9. Nonmechanical part-numbered (DI FTG) transactions will not be processed by DAAS but will be rejected for processing under intra-Service/Agency procedures.

6. DAAS will edit DI FTR rejects containing Status Codes SC and SD for correct ICP/IMM and FSC as follows:

a. If the NSN is correct and belongs to the rejecting ICP/IMM, the DI FTR will be converted to DI FTE with Advice Code 3T in rp 65-66 and returned to the rejecting ICP/IMM. When DAAS converts DI FTRs to DI FTEs and returns the DI FTEs to the rejecting ICP/IMM, DAAS will enter code D in rp 70 of the DI FTE to provide the ICP/IMM with a duplicate document override edit.

b. If the FSC is incorrect, the DI FTR will be converted to DI FTE with the correct FSC; Advice Code 3T will be entered in rp 65-66 and the document will be returned to the rejecting ICP/IMM or transmitted to the correct ICP/IMM.

(1) When DAAS converts DI FTRs to DI FTEs and routes the DI FTEs to an ICP/IMM other than the rejecting ICP/IMM, DAAS will furnish the reporting activity with DI FTQ status containing Status Code TZ in rp 65-66.

(2) When the converted DI FTE is routed back to the rejecting ICP/IMM, code D will be inserted into rp 70 to provide the ICP/IMM with a duplicate document override edit and DAAS will furnish the reporting activity a DI FTQ containing Status Code TZ in rp 65-66.

c. If a DLA/GSA/Navy IMM has coded the item inactivated in DAAS records and a DLA, GSA, or Navy activity originated the reject document, DAAS will change the status code in rp 65-66 to TC and forward the DI FTR to the reporting activity.

7. DAAS will edit DI FTR rejects from GSA with Status Code SC as follows:

a. If the NSN is correct and it is managed by GSA, DAAS will change the status code in rp 65-66 to TC and forward the DI FTR to the reporting activity.

b. If the NSN is correct but not managed by GSA, DAAS will convert the DI FTR to FTE, enter Advice Code 3T in rp 65-66, and transmit the document to the appropriate ICP/IMM. In addition, DAAS will furnish the reporting activity a DAAS Excess Report Informative Status document (DI FTQ) with Status Code TZ in rp 65-66.

c. If the NIIN is valid and the FSC is incorrect, DAAS will convert DI FTR to DI FTE with the correct FSC; enter Advice Code 3T in rp 65-66 and transmit the FTE document back to GSA or to the managing ICP/IMM. When the converted FTE is routed back to GSA, code D will be inserted in rp 70 to provide a duplicate document override edit. DAAS will furnish the reporting activity an DI FTQ with Status Code TZ in rp 65-66.

d. If the NSN cannot be identified, DAAS will change the status code to SD and transmit the DI FTR to the reporting activity.

8. DAAS will automatically route all DI FTE transactions for GSA managed items to RI GGO.

**M. INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER ICP/IMM  
PROCESSING OF CUSTOMER EXCESS REPORTS (DI FTE)**

1. Excess reports will be processed to determine disposition of reported assets. Excess reports containing project codes assigned for specific returns program purposes (such as rollbacks and automatic returns) will be **processed under the assigned controls**.

a. The Reply to Customer Excess Report (DI FTR) will be prepared using appendix C31 to respond to excess reports no later than 30 days from date of receipt of the DI FTE.

b. If a DI FTR cannot be provided within 30 days, send a DI FTD (appendix C33) with Status Code TR and enter a date in rp 70-73 when final disposition instructions are expected to be provided.

c. Suffixes, as indicated in appendix B8, will be used to identify partial actions.

2. If it is determined that the material is required, forward a DI FTR citing Status Code TA, TB, or TJ to the reporting activity. The ICP/IMM will establish a due-in for the quantity of material to be returned and generate a MILSTRAP (reference (cc)) PMR transaction to the receiving depot.

a. The time allowed for shipment and return of material is 120 (CONUS) and 180 (OCONUS) days and the counting starts with the day of posting the receipt of the customer DI FTM by the ICP/IMM.

b. If the material is not received within 120 (CONUS) or 180 (OCONUS) days from the ICP/IMM receipt posting date of the DI FTM, or 30 days have elapsed since the transmission of a DI FT6 without receiving a response, the ICP/IMM will take action to cancel the due-in and delete the PMR transaction. The due-in and PMR transaction will also be canceled when a DI FTC is received from the customer activity. The MILSTRAP estimated delivery date required for the due-in will be 120 (CONUS) and 180 (OCONUS) days from the processing date of the DI FTR. The due-in estimated delivery date will be updated upon receipt of the DI FTL or DI FTM.

c. Action taken to cancel the due-in and delete the PMR transaction does not preclude requirements prescribed in other DoD manuals and joint regulations to initiate tracer action and file discrepancy reports, such as a TDR or ROD, on shipments not received but for which shipment status has been received.

3. Enter PDs in DI FTR documents as follows:

a. PD 03 will be used in the return of critical items and approved intensive management items (including serviceable local excesses of such items).

b. PD 06 will be used in the return of material identified by the material manager as qualified for automatic return to the DoD distribution system.

c. PD I3 will be used in the routine return of material not covered above (except surplus and scrap) such as the return of local excess stocks to supply sources.

4. Excess reports received by the ICP/IMM which cannot be processed will be rejected to the reporting activity using DI FTR status with the appropriate S\_ series reject status code from appendix B16.



5. Excess reports received for items requiring extended screening/ review will be suspended. The reporting activity will be furnished a DI FTD with Status Code TR containing an estimated date of reply in rp 70-73.

6. All manually prepared excess reports (DI FTE) received by an ICP/IMM for which it is not the prime manager will be forwarded to the responsible ICP/IMM for processing. The correct ICP/IMM RI will be entered in rp 4-6 of the DI FTE. The ICP/IMM will furnish the reporting activity with an DI FTR containing Status Code T6 in rp 65-66. The RI of the forwarding ICP/IMM will be entered in rp 4-6 and the RI of the ICP/IMM representing the last known source will be entered in rp 67-69.

7. If the determination has been made that a FSC change is required on a manually prepared excess report (DI FTE), the correct FSC will be entered, the RI of the ICP/IMM in rp 4-6 will be changed where applicable, and the DI FTE will be forwarded to the responsible ICP/IMM for processing. The reporting activity will be furnished with a DI FTR containing Status Code T7 in rp 65-66. The RI of the forwarding ICP/IMM will be entered in rp 4-6 and the RI of the ICP/IMM representing the last known holder will be entered in rp 67-69.

#### N. INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER MATERIEL RECEIPT STATUS (DI FTZ)

1. The ICP/IMM will prepare DI FTZ documents using appendix C39 to provide reporting activities with notification of material receipt or nonreceipt on returns. The DI FTZ will be provided upon processing of the receipt for other than suspended condition material, or upon processing of inventory adjustment action moving assets from suspended condition to correct condition, or not less than 30 days after DI FT6 when no receipt or DI FTM has been processed. Multiple DI FTZ documents will be provided when a single shipment is received in more than one material condition. Status codes in the DI FTZ documents as follows:

a. Enter Status Code TN when credit is granted for the condition and quantity of material received.

b. Enter Status Code TM when reduced or no credit is allowed because the condition of material received is less than that authorized for return.

c. Enter Status Code TL when the material received is other than that authorized for return and no credit is allowed.

d. Enter Status Code TP when the material is not received within prescribed timeframes, followup action has been unsuccessful, and the credit authorization is canceled.

e. Enter Status Code TQ when the material has been received for an authorized noncreditable return.

2. DI FTZ will always reflect the document number, including the suffix code, contained in the DI FTA or FTR. When multiple DI FTZ documents are required for material received in different conditions, each DI FTZ produced will retain the document number and suffix of the DI FTA/FTR.

#### O. PROCESSING OF SHIPMENT STATUS (DI FTM)

1. The shipment status document is an information document and normally requires no subsequent generation of documentation. ICPs/IMMs will receive shipment status documents and update appropriate ICP/IMM records. The shipment date indicated in the DI FTM is available to ICPs/IMMs to verify intransit status and provide information on expected receipts. DI FTM documents received for items not under the cognizance of the ICP/IMM will be rejected to the reporting activity

using DI FTR with reject Status Code SC. DI FTMs which do not pass data field validity checks will be rejected to the reporting activity using DI FTR with the appropriate S\_ series status code.

2. In the event that the ICP/IMM requires advice of shipment to support related supply decisions and the DI FTM has not been received, an ICP/IMM followup (DI FT6) will be prepared using appendix C38 and forwarded to the reporting activity. The DI FT6 will not be generated until at least five days have elapsed from the transmission of the DI FTR (PD 03) or 50 days (PD 13) and no DI FTM nor receipt has been posted. A DI FT6 with Status Code T3 may be generated upon expiration of the due-in timeframe when a DI FTM has been received, but receipt has not been posted. The ICP/IMM is authorized to follow up without regard to the established timeframe when the need arises to satisfy PD 01-08 requirements with excess material.

## P. PROCESSING FOLLOWUPS FROM REPORTING ACTIVITIES

1. Followups submitted by reporting activities consist of three types:

- a. Followup for ICP/IMM reply to excess report (DI FTF).
- b. Followup for ICP/IMM MATERIAL receipt status (DI FTT).
- c. Followup for credit (DI FTP).

2. On receipt of a DI FTF, the ICP/IMM will determine if there is a record indicating that the original DI FTE was received.

a. If a record is established and a DI FTD, indicating delayed response, was furnished to the customer, a duplicate DI FTD or FTR will be provided. If a record is established and a DI code FTD or FTR was not provided, one of the following actions will be initiated:

(1) If the DI FTE transaction is in process, a DI FTD will be provided to the customer with Status Code TR in rp 65-66 indicating the DI FTE is in process and a DI FTR will be provided at a later date.

(2) If the DI FTE was rejected by the ICP/IMM as invalid, the DI FTF will produce a DI FTR to the reporting activity with the same status code utilized in the original DI FTR.

b. If no record of receipt of the DI FTE exists, the ICP will process the DI FTF as a new DI FTE and provide a DI FTR, as appropriate, to the reporting activity.

3. On receipt of a DI FTT, the ICP/IMM will review records and take action as follows:

a. If the record indicates material has been received and classified, a DI FTZ will be transmitted to the customer.

b. If the records indicate that material has been received but not classified, the ICP/IMM will provide a DI FTR with Status Code TT to the customer.

c. If the records indicate that material has not been received, and if material is not located after investigation, the reporting activity will be furnished a DI FTR with Status Code TU.

4. On receipt of a DI FTP, the ICP/IMM will take action under MILSBILLS (reference (s)).

5. DI FTF received for items not under the cognizance of the ICP/IMM will be rejected to the reporting activity using DI FTR with reject Status Code SC. DI FTF which does not pass data field validity edits will be rejected to the reporting activity using DI FTR with appropriate reject status code.

#### Q. CANCELLATION OF CUSTOMER EXCESS REPORTS (DI FTC)

1. Upon receipt of cancellation (DI FTC), the ICP/IMM will take necessary action to cancel or reduce quantity in all applicable documents affected by the DI FTC including decision to return, due-in record, PMRD, and credit suspense, if applicable.

2. Cancellation action will be initiated by the ICP/IMM when material is not received and no response has been received within 30 days after DI FT6 followup. Cancellation action will also be initiated by the ICP/IMM when a DI FTM is not received within 120 (CONUS) or 180 (OCONUS) days after the receipt of DI FTL. Cancellations initiated by the ICP/IMM or in response to a DI FTC will be accomplished as follows:

a. For creditable returns, notification of cancellation to the reporting activity will be made using DI FTZ with Status Code TP.

b. For noncreditable returns, notification of cancellation to the reporting activity will be made using DI FTZ with Status Code TV.

3. The ICP/IMM will follow these same cancellation procedures when material has not been received within 120 days (CONUS) or 180 days (OCONUS) from the action date in rp 62-64 of the DI FTR or from the receipt posting date of the DI FTM, whichever is later.

#### R. INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER LATERAL REDISTRIBUTION OF RETAIL ASSETS

This paragraph outlines procedures for generating lateral redistribution orders of retail material that has been identified through an Inter- or Intra-Service retail asset visibility system.

1. Service/Agencies may elect to exclude GFM, SA, and CFM backorders from these procedures.

2. If a backorder is to be supplied by lateral redistribution of material identified by an Inter- or Intra-Service retail asset visibility system, the LRO will contain appropriate data from the requisition, DI A4- in rp1-3, the RI of the reporting activity in rp 4-6, Distribution Code 2 in rp 54, and the ICP/IMM's RI in rp 74-76. The LRO will be forwarded through DAAS to the reporting activity. A DI AE\_ with BA status will be provided to eligible status recipients. LROs for lateral redistribution of retail assets will be prepared in the appendix C21 format.

3. The reporting activity will:

(a) Process the LRO on a fill/kill basis without substitution.

(b) Provide DI AE6/BA status for material processing, or CB status for material denial to the activity identified in rp 74-76 of the LRO and include Distribution Code 2 in rp 54.

(c) Insure material is shipped, using DD Form 1348-1A, to the activity identified in the LRO as the "ship-to" addressee. When the material is shipped, transmit a DI AS6 to the activity identified in rp 74-76 of the LRO. The DI AS6 will include the DODAAC, in rp 45-50, and fund

code, in rp 52-53, of the activity to which the credit for the material and reimbursement for the PCH&T costs is to be provided; and signal code B, in rp 51, and distribution code 2 in rp 54.

(d) Establish internal records to receive credit for the material and reimbursement for the PCH&T costs and not generate billing transactions.

4. The ICP/IMM:

(a) Utilize the DI AE6 with BA status and a "2" in rp 54, to update estimated ship dates.

(b) Upon receipt of the DI AS6 with a "2" in rp 54, generate billing transactions to the requisitioner and provide crediting transactions for the material and PCH&T costs, under the procedures of MILSBILLS (reference (s)), to the activity identified in rp 45-50 of the DI AS6.

(c) Utilize the DI AS6 with a "2" in rp 54, to generate a DI AS8 transaction.

(d) Upon receipt of an AE6 with CB status and a "2" in rp 54 reinstate the requisition and provide appropriate status to eligible status recipients.

(e) Status transactions created as a result of processing DI AE6/AS6 transactions with a "2" in rp 54, will contain the distribution code of the original requisition.

(f) Generate DI AF 6 followups to the reporting activity with distribution code "2" in rp 54 when:

(1) Initial supply status (BA or CB status) is not received on LROs within 10 days.

(2) Supply status BA and no ESD and 10 days have elapsed since the transaction date of the BA status.

(3) Supply status BA with an ESD and the ESD has expired.

(4) No response received to previous followup and 10 days have elapsed. Continue to followup until status is received, backorder re-established or final disposition is determined.

## APPENDIX B1

### DOCUMENT IDENTIFIER CODES

#### (RECORD POSITIONS 1, 2, AND 3)

A. Document identifier (DI) codes provide a means of identifying a given product (for example, a requisition, referral action, status transaction, followup, or cancellation) to the system to which it pertains and further identify such data as to the intended purpose, usage, and operation dictated. The DI enables ADP equipment to select the appropriate program(s) and to mechanically perform operations dictated by the data element or code and performs a similar function in manual operations.

B. The DI is a mandatory entry on all documents entering and leaving the supply distribution systems under MILSTRIP; therefore, each transaction will be identified by an appropriate code.

C. Control of assignments of the first character of the code is a responsibility of the DoD. Alphabetic characters A and B have been assigned to the supply distribution system(s) for requisitioning and issue. Alphabetic characters FT are assigned to the MRP. In addition, alphabetic characters X, Y, and Z have been provided as variable codes usable in any or all systems but under the restrictive conditions hereafter indicated.

D. The following rationale is applicable only to DIs pertaining to MILSTRIP supply distribution system(s):

1. First Position (rp 1):

a. Alphabetic A in rp 1 identifies requisitioning/issue systems transactions.

b. Alphabetic U in lieu of A in rp 1 identifies mobilization exercise requisitioning/issue transactions which will not automatically be processed as real documents. Whether such transactions are created for simulation purposes only, or require action by elements of supply distribution system(s), will be explicated by the S/A activity responsible for conducting the particular exercises. The following code blocks are reserved in the DLSS for mobilization purposes:

DEFENSE LOGISTICS STANDARD SYSTEM

MILSTRIP A - series  
MILSTRAP D - series  
MILSTAMP T - series  
MILSBILLS F - series

EXERCISE CODE BLOCK

U - series  
E - series  
R - series  
H - series

c. Alphabetic B and X are provided to identify transactions relating to inventory control system(s) within S/As. Each Service may develop and assign these codes but they will be confined to intra-Service use only.

d. Alphabetic C is provided to identify transactions relating to the inventory control system of the DLA.

e. To facilitate service assignment of codes that are necessary to internal depot, supply source, or base operations when they cannot be identified directly to the preceding subparagraphs a., c., or d., when they are not universal in scope and application, alphabetic characters Y and Z are provided. Transactions containing codes Y or Z in the first position may never appear on any transactions passed beyond the confines of a base, depot, ICP, or equivalent.

2. Second position (rp 2) may contain alphabetic or numeric entries.

3. The third position (rp 3) may be either alphabetic or numeric. When used with alphabetic A in the first position of requisitions, passing orders, referral orders, redistribution orders, and MROs, any numeric in rp 3 will signify that shipment of material is intended for an OCONUS consignee. Conversely, when rp 3 is any alphabetic character, it will signify shipment to a domestic recipient. The actual character (regardless of whether numeric or alphabetic) will indicate the content of the stock or part number field.

E. The alphabetic FT\_ series codes are applicable to reporting and return of materiel to a distribution system.

1. First two positions (rp 1 and 2): Alphabetic FT will identify transactions relating to the reporting and return of materiel to distribution systems irrespective of S/A or systems within S/A.

2. Third position (rp 3) may be alphabetic or numeric.

F. Document identifier codes are listed below:

#### DOCUMENT IDENTIFIER CODES

NUMBER OF CHARACTERS:

Three.

TYPE OF CODE:

Alpha/Numeric.

EXPLANATION:

Provides means for identifying a transaction as to the system to which it pertains and further identifies such transaction as to its intended purpose and usage.

RECORD POSITION(S):

1 through 3.

#### CODE DOCUMENT TITLE

#### EXPLANATION

A01 Requisition

For overseas shipment/with NSN/NATO Stock Number.

A02 Requisition

For overseas shipment/with part number.

A04 Requisition

For overseas shipment/with other.

A05 Requisition

For overseas shipment/with exception data.<sup>1</sup>

A07 Requisition

For overseas shipment/Overseas Dependent School System Requirement.

A0A Requisition

For domestic shipment/with NSN/NATO Stock Number.

A0B Requisition

For domestic shipment/with part number.

A0D Requisition

For domestic shipment/with other.

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<sup>1</sup>Processing activity will, by screening of documents, ascertain whether the incoming requisition type document contains NSN/NATO Stock Number, part number, or other. If item identifying data can be acted upon without need for further exception data, code in rp 3 will be changed, as appropriate, to correspond to the NSN/NATO Stock Number, part number, or other in rp 8-22.

CODE DOCUMENT TITLE

EXPLANATION

A0E	Requisition	For domestic shipment/with exception data. <sup>2</sup>
A21	Redistribution Order	For overseas shipment/with NSN/NATO Stock Number.
A22	Redistribution Order	For overseas shipment/with part number.
A24	Redistribution Order	For overseas shipment/with other.
A25	Redistribution Order	For overseas shipment/with exception data. <sup>3</sup>
A27	Redistribution Order	For overseas shipment/Overseas Dependent School System Requirement.
A2A	Redistribution Order	For domestic shipment/with NSN/NATO Stock Number.
A2B	Redistribution Order	For domestic shipment/with part number.
A2D	Redistribution Order	For domestic shipment/with other.
A2E	Redistribution Order	For domestic shipment/with exception data. <sup>4</sup>
A31	Passing Order	For overseas shipment/with NSN/NATO Stock Number.
A32	Passing Order	For overseas shipment/with part number.
A34	Passing Order	For overseas shipment/with other.
A35	Passing Order	For overseas shipment/with exception data. <sup>5</sup>
A37	Passing Order	For overseas shipment/Overseas Dependent School System Requirement.
A3A	Passing Order	For domestic shipment/with NSN/NATO Stock Number.
A3B	Passing Order	For domestic shipment/with part number.
A3D	Passing Order	For domestic shipment/with other.
A3E	Passing Order	For domestic shipment/with exception data. <sup>6</sup>
A41	Referral Order/ <b>Lateral Redistribution Order for Retail Assets</b>	For overseas shipment/with NSN/NATO Stock Number.
A42	Referral Order/ <b>Lateral Redistribution Order for Retail Assets</b>	For overseas shipment/with part number.
A44	Referral Order/ <b>Lateral Redistribution Order for Retail Assets</b>	For overseas shipment/with other.
A45	Referral Order/ <b>Lateral Redistribution Order for Retail Assets</b>	For overseas shipment/with exception data. <sup>7</sup>
A47	Referral Order/ <b>Lateral Redistribution Order for Retail Assets</b>	For overseas shipment/Overseas Dependent School System Requirement.
A4A	Referral Order/ <b>Lateral Redistribution Order for Retail Assets</b>	For domestic shipment/with NSN/NATO Stock Number.

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<sup>2</sup>See Footnote 1 on page B1-2.

<sup>3</sup>See Footnote 1 on page B1-2.

<sup>4</sup>See Footnote 1 on page B1-2.

<sup>5</sup>See Footnote 1 on page B1-2.

<sup>6</sup>See Footnote 1 on page B1-2.

<sup>7</sup>See Footnote 1 on page B1-2.

<u>CODE</u>	<u>DOCUMENT TITLE</u>	<u>EXPLANATION</u>
A4B	Referral Order/Lateral Redistribution Order for Retail Assets	For domestic shipment/with part number.
A4D	Referral Order/Lateral Redistribution Order for Retail Assets	For domestic shipment/with other.
A4E	Referral Order/Lateral Redistribution Order for Retail Assets	For domestic shipment/with exception data. <sup>8</sup>
A51	Material Release Order	For overseas shipment/with NSN/NATO Stock Number.
A52	Material Release Order	For overseas shipment/with part number.
A54	Material Release Order	For overseas shipment/with other.
A55	Material Release Order	For overseas shipment/with exception data. <sup>9</sup>
A57	Material Release Order	For overseas shipment/Overseas Dependent School System Requirement.
A5A	Material Release Order	For domestic shipment/with NSN/NATO Stock Number.
A5B	Material Release Order	For domestic shipment/with part number.
A5D	Material Release Order	For domestic shipment/with other.
A5E	Material Release Order	For domestic shipment/with exception data. <sup>10</sup>
A5J	Disposal Release Order	From ICP to storage activity (may also be used by local generating activity).
A61	Material Release Denial	For overseas shipment/with NSN/NATO Stock Number.
A62	Material Release Denial	For overseas shipment/with part number.
A64	Material Release Denial	For overseas shipment/with other.
A65	Material Release Denial	For overseas shipment/with exception data. <sup>11</sup>
A67	Material Release Denial	For overseas shipment/Overseas Dependent School System Requirement.
A6A	Material Release Denial	For domestic shipment/with NSN/NATO Stock Number.
A6B	Material Release Denial	For domestic shipment/with part number.
A6D	Material Release Denial	For domestic shipment/with other.
A6E	Material Release Denial	For domestic shipment/with exception data. <sup>12</sup>
A6J	Disposal Release Denial	From storage activity to ICP.
AB1	Direct Delivery Notice	To requisitioner (rp 30-35).
AB2	Direct Delivery Notice	To SUPADD (rp 45-50).
AB3	Direct Delivery Notice	To rp 54.
AB8	Direct Delivery Notice	To DAAS from S/A for distribution by DAAS of Direct Delivery Notice, DIs AB1, AB2, and/or AB3, under MILSTRIP status distribution rules.
AC1	Cancellation	By requisitioner (rp 30-35).

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<sup>8</sup>See Footnote on page B1-2.

<sup>9</sup>See Footnote on page B1-2.

<sup>10</sup>See Footnote on page B1-2.

<sup>11</sup>See Footnote on page B1-2.

<sup>12</sup>See Footnote on page B1-2.



CODE DOCUMENT TITLE

EXPLANATION

AC2	Cancellation	By SUPADD (rp 45-50).
AC3	Cancellation	By rp 54.
AC4	Cancellation	By rp 55 (For intra-Service use only).
AC5	Cancellation	By rp 56 (For intra-Service use only).
AC6	Cancellation	From ICP/IMM to Storage Activity <b>or Reporting Activity</b> .
AC7	Cancellation	From ICP/IMM to Storage Activity. Results from the receipt of a <b>(text deleted)</b> universal cancellation request.
ACJ	Disposal Release Cancellation	From ICP to storage activity.
ACM	Cancellation	From ICP to procurement activity. Results from the receipt of a <b>(text deleted)</b> universal cancellation request.
ACP	Cancellation	From ICP to procurement activity. Cancellation for indicated quantity of the item listed on the procurement instrument or procurement document designated by the number in rp 62-74.
AD1	FMS Notice of Availability (Initial Key Document)	To designated CR/FF. Will accompany the FMS NOA Initial Detail documents.
AD2	FMS Notice of Availability (Initial Detail Document)	To designated CR/FF. Will accompany the FMS NOA Initial Key document.
AD3	FMS Notice of Availability (Delay Key Document)	To designated CR/FF. Will accompany the FMS NOA Delay Detail document.
AD4	FMS Notice of Availability (Delay Detail Document)	To designated CR/FF. Will accompany the FMS NOA Delay Key document.
AD5	FMS Notice of Availability (Reply Document)	To the activity originating the NOA.
ADR	FMS Notice of Availability (Export Release Required)	To designated CR/FF. Will accompany the FMS NOA Initial Detail documents.
AE1	Supply Status	To requisitioner (rp 30-35) in U.S. requisition. To Grant Aid country status recipient from ILCO/monitoring activity.
AE2	Supply Status	To SUPADD (rp 45-50) in U.S. requisition. To FMS country status recipient from ILCO/monitoring activity.
AE3	Supply Status	To rp 54 activity in U.S. requisition. Also used from supply source to ILCO/monitoring activity on FMS and Grant Aid requisitions.
AE4	Supply Status	To rp 55 (for intra-Service use only).
AE5	Supply Status	To rp 56 (for intra-Service use only).
AE6	Supply Status	<b>To ICP/IMM from storage or reporting activity in response to a DI AF6, DI AC6, DI A4_ with Distribution Code 2, or A5_, when or an MRO when a DI AR_ or AS6, does not apply.</b>
AE8	Supply Status	To DAAS from S/A for distribution by DAAS of supply status DI AE1, AE2, and/or AE3 under MILSTRIP status distribution rules.

CODE DOCUMENT TITLEEXPLANATION

AE9 Supply Status

From the DAAS:

a. To activities identified by M&S (rp 7), and/or distribution code (rp 54) to advise of the rerouting or change to a MILSTRIP requisition transaction as reflected by the status code (rp 65-66).

b. To activity in rp 30-35 when the M&S is "0," and rp 54 is blank or invalid to advise of rerouting or change to a MILSTRIP requisition transaction as reflected by the status code (rp 65-66).

c. To activities in rp 30-35, 45-50, and 54 to advise of rejection of a MILSTRIP requisition transaction as reflected by supply status code (rp 65-66).

d. To "From" RI (rp 74-76) to advise of the rerouting of a DI A3\_ (passing order), or DI A4\_ (referral order).

AEA Supply Status

For Service prepared FMS and Grant Aid requisitions with NSN/NATO Stock Number.

AEB Supply Status

For Service prepared FMS and Grant Aid requisitions with part number.

AED Supply Status

For Service prepared FMS and Grant Aid requisitions/with other.

AEE Supply Status

For Service prepared FMS and Grant Aid requisitions/with exception data.

AEJ Disposal Supply Status

From storage activity to ICP.

AF1 Followup

By requisitioner (rp 30-35).

AF2 Followup

By SUPADD (rp 45-50).

AF3 Followup

By rp 54.

AF4 Followup

By rp 55 (for intra-Service use only).

AF5 Followup

By rp 56 (for intra-Service use only).

AF6 Followup

By ICP to reporting activity or storage.

AFC Followup (Request for Improved ESD)

Furnished by requisitioning activities as requests to supply sources to initiate actions which will improve estimated availability dates provided in supply status transactions.

AFJ Disposal Release Followup

From ICP to storage activity.

AFT Request for Shipment Tracing-Registered, Insured, and Certified Parcel Post

From consignee (based on signal code) to supply source and ILCO to supply source unless business firm or civilian contractor not required to process followups received from Military sources. In this case, from consignee to ICP and ILCO to ICP.

AFX Disposal Shipment/Receipt Confirmation Followup

From DRMS to rp 30-35 or from ICP/IMM to rp 4-6.

AFY Followup (Request for DoDAAC of Initial

A request to SOS to obtain the DoDAAC of the initial (origin) transportation shipping activity for tracing shipments under MILSTAMP (reference (p)).

Transportation Shipping Activity)

AFZ Disposal Shipment Confirmation Followup (DI code ASZ not received)

From DRMS to rp 30-35 or from ICP/IMM to rp 4-6.

AG6 Reply to Cancellation Request

To ICP from storage.

CODE DOCUMENT TITLE

EXPLANATION

AGJ	Reply to Disposal Release Cancellation	From storage activity to ICP.
AK1	Followup on Cancellation Request (Process as cancellation if original cancellation not received)	By requisitioner (rp 30-35).
AK2	Followup on Cancellation Request (Process as cancellation if original cancellation not received)	By SUPADD (rp 45-50).
AK3	Followup on Cancellation Request (Process as Cancellation if original cancellation not received)	By rp 54.
AK4	Followup on Cancellation Request (Process as cancellation if original cancellation not received)	By rp 55 (for intra-Service use only).
AK5	Followup on Cancellation Request (Process as cancellation if original cancellation not received)	By rp 56 (for intra-Service use only).
AK6	Followup on Cancellation Request (Process as cancellation if original cancellation not received)	From ICP to storage activity.
AKJ	Disposal Release Cancellation Followup	From ICP to storage activity.
AM1	Document Modifier (Process as requisition if original document not received)	For overseas shipment/with NSN/NATO Stock Number.
AM2	Document Modifier (Process as requisition if original document not received)	For overseas shipment/with part number.
AM4	Document Modifier (Process as requisition if original document not received)	For overseas shipment/with other.
AM5	Document Modifier (Process as requisition if original document not received)	For overseas shipment/with exception data. <sup>13</sup>
AMA	Document Modifier (Process as requisition if original document not received)	For domestic shipment/with NSN/NATO Stock Number.
AMB	Document Modifier (Process as requisition if original document not received)	For domestic shipment/with part number.
AMD	Document Modifier (Process as requisition if original document not received)	For domestic shipment/with other.
AME	Document Modifier (Process as requisition if original document not received)	For domestic shipment/with exception data. <sup>14</sup>
AMF	Document Modifier (Process only to change SUPADD and signal code field)	From ICP to procurement activity. Changes SUPADD and signal code.

<sup>13</sup>See Footnote on page B1-2.

<sup>14</sup>See Footnote on page B1-2.

CODE DOCUMENT TITLEEXPLANATION

AMP	Document Modifier (Process only to change RDD field)	From ICP to procurement activity. Changes RDD field (rp 62-64) to Expedite Handling Signal 555.
AN1	Materiel Obligation Validation Request	To requisitioner (rp 30-35).
AN2	Materiel Obligation Validation Request	To SUPADD (rp 45-50).
AN3	Materiel Obligation Validation Request	To rp 54.
AN4	Materiel Obligation Validation Request	To rp 55 (for intra-Service use only).
AN5	Materiel Obligation Validation Request	To rp 56 (for intra-Service use only).
AN9	Materiel Obligation Validation Control Document	Header document used when forwarding request documents by AUTODIN or mail.
ANZ	Materiel Obligation Validation Request Followup Control	Header document used when following up on request documents previously forwarded (DI AN9) by AUTODIN or mail.
AP1	Materiel Obligation Validation Response	From requisitioner (rp 30-35).
AP2	Materiel Obligation Validation Response	From SUPADD (rp 45-50).
AP3	Materiel Obligation Validation Response	From rp 54.
AP4	Materiel Obligation Validation Response	From rp 55 (for intra-Service use only).
AP5	Materiel Obligation Validation Response	From rp 56 (for intra-Service use only).
AP8	Materiel Obligation Validation Response	DAAS transaction to effect MOV responses for specified activities. Also used by activities to have DAAS provide responses for validated MOV requests (see chapter 7, paragraph K.2.).
APR	Materiel Obligation Validation Reinstatement Request	Notification to supply source requesting reinstatement of a requisition canceled under MOV.
AP9	Receipt Confirmation for Materiel Obligation Validation Requests	Return document for acknowledgment of documents transmitted either by AUTODIN or mail.
APX	Notice of Nonreceipt of Total Batch of MOV Documents	Notification to DAAS or the supply source that the total number of documents indicated in the control document was not received.
AR0	Materiel Release Confirmation	To ICP from storage.
ARA	Materiel Release Confirmation	For release of quantity greater than requested (due to unit pack).
ARB	Materiel Release Confirmation	For release of quantity less than requested (due to unit pack).
ARJ	Disposal Release Confirmation	From storage activity to ICP.
ARK	Disposal Release Confirmation	From storage activity to ICP for release of quantity greater than requested.
ARL	Disposal Release Confirmation	From storage activity to ICP for release of quantity less than requested.
AS1	Shipment Status	To requisitioner (rp 30-35) in U.S. requisition. To Grant Aid country status recipient from ILCO/monitoring activity.
AS2	Shipment Status	To SUPADD (rp 45-50) in U.S. requisition. To FMS country status recipient from ILCO/monitoring activity.
AS3	Shipment Status	To rp 54 activity in U.S. requisition. Also used from supply source to ILCO/monitoring activity on FMS and Grant Aid requisitions.

CODE DOCUMENT TITLE

EXPLANATION

AS4	Shipment Status	To rp 55 (for intra-Service use only).
AS5	Shipment Status	To rp 56 (for intra-Service use only).
AS6	<b>Shipment Status</b>	<b>To ICP/IMM from reporting activities for LRO shipments of retail assets.</b>
AS8	Shipment Status	To DAAS from S/A for distribution by DAAS of AS_ shipment status under MILSTRIP distribution rules.
ASY	Shipment Status (DoDAAC of Initial Transportation Shipping Activity)	The SOS response to the request for DoDAAC of the initial (origin) transportation shipping activity.
ASZ	Disposal Shipment Confirmation	From shipping activity to DRMS.
AT1	Followup (Process as requisition if original requisition not received)	For overseas shipment/with NSN/NATO Stock Number.
AT2	Followup (Process as requisition if original requisition not received)	For overseas shipment/with part number.
AT4	Followup (Process as requisition if original requisition not received)	For overseas shipment/with other.
AT5	Followup (Process as requisition if original requisition not received)	For overseas shipment/with exception data. <sup>15</sup>
AT7	Followup (Process as requisition if original requisition not received)	For overseas shipment/Overseas Dependent School System Requirement.
ATA	Followup (Process as requisition if original requisition not received)	For domestic shipment with NSN/NATO Stock Number.
ATB	Followup (Process as requisition if original requisition not received)	For domestic shipment with part number.
ATD	Followup (Process as requisition if original requisition not received)	For domestic shipment with other.
ATE	Followup (Process as requisition if original requisition not received)	For domestic shipment with exception data. <sup>16</sup>
AU1	Reply to Cancellation Request-Shipment Status	To requisitioner (rp 30-35).
AU2	Reply to Cancellation Request-Shipment Status	To SUPADD (rp 45-50).
AU3	Reply to Cancellation Request-Shipment Status	To rp 54.
AU4	Reply to Cancellation Request-Shipment Status	To rp 55 (for intra-Service use only).
AU5	Reply to Cancellation Request-Shipment Status	To rp 56 (for intra-Service use only).
AU7	Reply to Cancellation Request-Shipment Status	To DAAS. Notification that shipment will be subject to diversion by DTS in response to request for mass or universal cancellation.
AU8	Reply to Cancellation Request-Shipment Status	To DAAS from S/A for distribution by DAAS of status (AU_) under MILSTRIP distribution rules.
AU0	Reply to Cancellation Request-Materiel Release Confirmation	To ICP. Release of quantity same as requested.
AUA	Reply to Cancellation Request-Materiel Release Confirmation	To ICP. Release of quantity greater than requested (due to unit pack).

<sup>15</sup>See Footnote on page B1-2.

<sup>16</sup>See Footnote on page B1-2.

CODE DOCUMENT TITLEEXPLANATION

AUB	Reply to Cancellation Request-Materiel Release Confirmation	To ICP. Release of quantity less than requested (due to unit pack).
AX1	Inventory Control Point Government Furnished Materiel Validation Request	From ICP to MCA to validate GFM transactions to a valid contract.
AX2	Management Control Activity Government Furnished Materiel Validation Response	From MCA to ICP. Response to ICP validation request of GFM transactions.
FTA	Automatic Return Notification	Customer Notification to a Supply Source of an Automatic Return.
FTB	Reply to Followup for Credit Status	Reserved for MILSBILLS (reference (s)).
FTC	Cancellation of Customer Excess Report	Customer Cancellation of previously submitted excess report.
FTD	Disposition Instructions	ICP/IMM status to customer advising of delay in response to excess report.
FTE	Customer Excess Report	Customer report of available excess.
FTL	Materiel Returns Program Supply Status	Customer status to ICP/IMM indicating estimated date of shipment.
FTM	Shipment Status	Customer status to ICP/IMM indicating release of shipment to carrier.
FTP	Followup for Credit	Reserved for MILSBILLS (reference (s)).

CODE DOCUMENT TITLEEXPLANATION

FTF	Followup for ICP/IMM Reply to Customer Excess Report	Customer followup to ICP/IMM.
FTG	Customer Excess Report (Part Numbered Items)	Customer report of available excesses for part numbered items. (Transmit to DAAS only.)
FTQ	DAAS Customer Excess Report Informative Status	DAAS status to customer indicating actions on excess report.
FTR	Reply to Customer Excess Report	ICP/IMM reply to customer excess report.
FTT	Followup for ICP/IMM Materiel Receipt Status	Customer followup due to nonreceipt of ICP/IMM receipt acknowledgment.
FTZ	ICP/IMM Materiel Receipt Status	ICP/IMM advice to customer of receipt or nonreceipt of materiel.
FT6	ICP/IMM Followup	ICP/IMM followup materiel authorized to be returned.

NOTE: A\_ and FT\_ DIs not listed above are reserved for future use and are not to be used unless authorized and disseminated by the MILSTRIP System Administrator.

## APPENDIX B8

### DEMAND AND SUFFIX CODES

**NUMBER OF CHARACTERS:** One.

**TYPE OF CODE:** Alpha/Numeric.

**EXPLANATION:** Has dual use and the meaning of the code entered is dependent upon the directional flow of the document.

**RECORD POSITION(S):** 44.

A. Demand Codes.<sup>1</sup> Requisitions will contain demand codes which will be entered in this position by the activity creating the request. The demand code is a mandatory entry of an alphabetic character to indicate to the management element of a distribution system whether the demand is recurring or nonrecurring as follows:

<u>CODE</u>	<u>EXPLANATION</u>
I	INACTIVATED ITEM DEMAND. This code will be entered only in requisitions (DI A0_) applicable to inactivated items by the DAAS.
N	NONRECURRING DEMAND. A request made for a requirement known to be a one-time occurrence; for example, an MWO kit for application or an initial request for stockage. Requisitions will be coded nonrecurring when the demand is anticipated to be nonrepetitive.
O	NO DEMAND. To be assigned by requisitioning activities in submitting (Alpha) requisitions for substitute items which are acceptable in lieu of previously requisitioned but delayed items and for initial fill of PWRMS consumable item requirements. Also may be prescribed by the program manager on the basis of a nonrepetitive program requirement for which use of Demand N or P is determined to be inappropriate.
P	NONRECURRING DEMAND FOR SPECIAL PROGRAM REQUIREMENTS. Entered in requisitions by a requisition initiator to identify a requisition for special programs/requirements for which stocks were known to have been acquired by the ICP in anticipation of such demands.
R	RECURRING DEMAND. A request made periodically or anticipated to be repetitive by an authorized requisitioner for materiel for consumption or use or for stock replenishment. The occurrences encompass most demands; therefore, a demand will be considered recurring when a doubt exists.
S	COMMISSARY RESALE DEMAND. A demand for perishable and nonperishable subsistence items only for resale. Commissary demands for troop issue subsistence will be identified with R and N only.

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<sup>1</sup>When no demand code is entered in the requisition, the ICP will consider such demand as R. (See chapter 3.)

## B. Suffix Codes - General

1. Suffixes will be entered in this position by elements of the distribution system as transactions occur. The purpose of the suffix is to relate and identify requisition and MRP transaction "partial actions" taken on the original requisition or MRP transaction without duplicating or causing loss of identity of the original number.

2. Suffixes do not relate to separate transportation units involved in the shipment of materiel. Neither do they identify final shipments nor differentiate between partial and final shipments.

3. Suffixes will be alphabetic or numeric with the exception that the following alpha and numeric characters will never be used:

### ALPHA

I, N, O, P, R, S, and Z

### NUMERIC

1 and 0

4. Suffix Y is reserved for use by Navy and DLA only in their intra-Service actions involving duplicate shipments.

5. S/A implementation of these instructions will provide for block assignment of suffixes in decentralized system to preclude duplicate assignment of suffixes against the same document number. Block assignment of the suffixes should be accomplished essentially as follows:

### PROCESSING SOURCE

Initial Source  
First Secondary Source  
Second Secondary Source  
Third Secondary Source  
Fourth Secondary Source

### ASSIGNED SUFFIXES

A through E  
F through H, J and K  
L, M, Q, T, and U  
V through X  
2 through 9

6. Suffix assignment within centralized distribution systems will be accomplished from the authorized codes as listed below:

### AUTHORIZED SUFFIXES

Central Processing Source

A through Z and 2 through 9,  
exclusive of I, N, O, P, R,  
S, Y, and Z

7. Storage and other activities responsible for processing transactions containing suffixes will always perpetuate the suffix onto related transactions which they generate.

8. When assigned, suffixes will be sequentially advanced within code assignments as split actions occur. Recipients of status transactions containing suffixes shall consider the suffixes in combination with dates, status codes, and quantities when accounting for split transactions.

## C. Suffixes - Requisition Transaction

1. Processing elements of the distribution system will enter a suffix to 44 of transactions involving partial quantities such as:

(a) Referral actions for a partial quantity.



- (b) Passing actions for a partial quantity.
- (c) Release of a partial quantity.
- (d) Rejection of a partial quantity.
- (e) Backorder of a partial quantity.
- (f) Backorder release of a partial quantity.
- (g) Procurement of a partial quantity for direct delivery by a vendor.
- (h) Any other action applicable to a partial quantity.

2. Processing elements of distribution systems will not enter suffix codes under the following conditions:

- (a) Referral actions for a total quantity.
- (b) Passing actions for a total quantity.
- (c) Release of a total quantity.
- (d) Rejection of a total quantity.
- (e) Backorder of a total quantity.
- (f) Backorder release of a total quantity.
- (g) Procurement of a total quantity for direct delivery by a vendor.
- (h) Any other action applicable to a total quantity.

#### **D. Suffixes - Materiel Returns Program**

1. Processing elements of the distribution system will enter a suffix in rp 44 of MRP transactions involving partial quantities, such as:

- (a) Return partial quantity with credit.
- (b) Return partial quantity without credit.
- (c) Partial quantity authorized for disposal.
- (d) Effect lateral redistribution of partial quantity.
- (e) Effect split returns by separate priority.
- (f) Any other action applicable to a partial quantity.

2. Processing elements of distribution systems will not enter suffixes in MRP transactions for total quantity.

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E. Suffixes - Disposal Release Order. (To be published.)

F. DAAS Screening Code. The DAAS may interrogate the Defense Logistics Service Center (DLSC) for a match to an NSN on Air Force DI A02/A0B requisitions and all other DI A02/A0B requisitions containing Project Code "JZ\_." If the DLSC response is negative, a "Z" will be entered in rp 44 of the DI A02/A0B to indicate it has been screened against the DLSC files.

## APPENDIX B13

### PROJECT CODES

**NUMBER OF CHARACTERS:** Three.

**TYPE OF CODE:** Alpha/Numeric.

**EXPLANATION:** Identifies requisitions and related documentation as to special programs, exercises, projects, operations, or other purposes.

**RECORD POSITION(S):** 57-59.

A. Project codes are used for the purpose of distinguishing requisitions and related documentation and shipments, as well as for the accumulation of intra-Service performance and cost data related to exercises, maneuvers, and other distinct programs, projects, and operations. The project code will be entered in rp 57-59. If no project code is applicable, rp 57-59 will be left blank.

B. Project codes, other than OSD/CJCS assigned codes, do not provide nor imply any priority or precedence for requisition processing or supply decisions. Project codes are not related to priority in any respect and, when used, do not alter nor override the priority assigned to a requisition or shipment. Requisitions containing project codes and shipments related thereto will be processed strictly under the **(text deleted)** assigned priority designator and implied/requested preferential treatment to the contrary will be disregarded.

C. Project codes will be perpetuated in all related documentation and will appear as a part of shipping container markings. Recognition of project codes by suppliers in another S/A and the resultant special handling afforded requisitions and shipments will be limited to:

1. **Shipment Consolidation.** Criteria for consolidation of project code material is published in MILSTAMP (reference (p)).
2. **Container Marking.** Shipments will be marked as prescribed in MIL-STD-129 (reference (w)).
3. **Shipment Release/Movement Control.** At the time of project announcement for contingencies and similar rapid response situations, the initiating S/A will provide the instructions as to procedures to be followed on requisitions which must arrive at destinations within specified time periods.

D. Project codes are categorized into four groups and the authority to assign project codes varies by category. The following paragraphs provide the definitions of each category of project codes and identify the S/A which are authorized to assign each category of project code.

1. **Category A.** For use when no meaning of the code will be perpetuated outside the originating S/A. The code will be perpetuated in all related documentation and will appear as a part of the shipping container markings. Project codes in category A may be assigned by those S/As identified in appendix B2 by a distinct S/A code, FEDSTRIP AAC, and by those Agencies using the multiuse Service Code H.

2. **Category B.** For use when recognition and exceptional processing actions have been prearranged between specified S/As. Category B project codes will be announced only to participating S/As, in the format provided below. Assignment authority is the same as for category A. (Text deleted.)

3. **Category C. (3/alpha/alpha.)** Assigned by the DoD MILSTRIP System Administrator for common purpose use by all or specified S/As. Dissemination of category C project codes will be by approved, interim, and/or formal MILSTRIP changes preceded by letter or message to the designated project code contact points. All category C codes will be published as part of this appendix unless prohibited by security classification or by code termination dates which occur prior to the next scheduled formal change.

(a) Assignment of category C project codes may be requested by OSD/CJCS or by S/As. S/A requests will be forwarded to the DoD MILSTRIP System Administrator by the designated S/A project code contact points. Such requests will:

- (1) Include a statement of the intended use.
- (2) Indicate the S/As which will be involved (including designation of applicable S/A codes).
- (3) Provide the effective date and termination date of the code.

(b) The following special assignments are in effect:

- (1) Project Codes JZC, JZM, and JZO are designated category C and are authorized exceptions to the normal category C 3/alpha/alpha structure.
- (2) Project codes in the 3E\_ series are reserved for assignment for mobilization exercises.
- (3) Project codes in the 3J\_ series are reserved for assignment by the JMPAB.
- (4) Project codes in the 3R\_ series are reserved for assignment for RDF support.

4. **Category D.** OSD/CJCS project codes. Requisitions and materiel releases with category D project codes will be ranked above all other requisitions with the same priority designators for processing purposes. All category D project codes are in the 9\_ series. The following definitions of specific series apply:

a. 9/numeric/numeric - reserved for assignment by OSD. Specific use of the code is to be determined by OSD. Such codes will be monitored by DUSD(L) in coordination with the DoD MILSTRIP System Administrator.

b. 9/numeric/alpha - identifies allocation at the level of the Chairman, Joint Chiefs of Staff of significant materiel or equipment items that are on hand or are becoming available for issue when resources are not sufficient to meet all requirements. (This series of project codes is used for scarce resource allocation.)

c. 9/alpha/numeric - identifies the establishment and subsequent release, at the level of the Chairman, Joint Chiefs of Staff, of emergency, reserve, or specified purpose stocks which are on hand or are becoming available. (This series of project codes is used as authority to release resources which are being held for contingencies; for example, safety stocks and war reserves.)

d. 9/alpha/alpha - identifies a project, operation, program force, or activity sanctioned by the Chairman, Joint Chiefs of Staff acting on behalf of the Joint Chiefs of Staff, or by the Chairman acting on behalf of the Secretary of Defense which requires heightened logistic infrastructure visibility and support.

(1) Assignment Requests

(a) S/A requestors of project codes will provide Service Code(s), Use/References, Monitor/Coordinator, Effective Date, and Termination Date. This information is necessary to produce the project code announcement required by paragraph E., below.

(b) Requests for assignment of OSD project code(s) will be submitted to the DUSD(L). An information copy of the request will be provided to the DoD MILSTRIP System Administrator. The DoD MILSTRIP System Administrator will assign the appropriate project code upon approval of the request by the DUSD(L).

(c) Requests for assignment of CJCS project code(s) will be submitted to the Joint Materiel Priorities and Allocations Board, an agency of the Chairman, Joint Chiefs of Staff, and approved through the appropriate office listed below:

[1] Service Headquarters.

[2] Unified or Specified Command Headquarters.

[3] The Joint Staff.

[4] OSD.

(2) Assignment Constraints

(a) OSD project codes shall be assigned only to projects and programs clearly of direct interest to the Secretary of Defense. Authorization for use of OSD project code(s) will be for a specified period of time.

(b) CJCS project codes shall be assigned only to projects and programs clearly of direct interest to the CJCS acting on behalf of the Secretary of Defense. Authorization for use of a CJCS project code shall be for a specified period of time, and the FAD(s) to be used in conjunction with the CJCS project code should be designated in the authorization.

(3) Dissemination - Initial dissemination of category D project codes will be accomplished in three phases, as follows:

(a) OSD/CJCS letter or message to S/A Headquarters and to the DoD MILSTRIP System Administrator.

(b) DoD MILSTRIP System Administrator letter or message to the designated S/A project code contact points.

(c) S/A project code contact point letter or message to all involved S/A activities. Following the initial dissemination of category D project code assignments through the letter/message technique described above, all category D codes will be published as part of this appendix unless prohibited by security classification or by code termination dates which occur prior to the next scheduled formal change.

E. Announcements of project code assignments will be under procedures and conditions specified in paragraph D., above, and will provide the information listed below:

<u>TITLE</u>	<u>EXPLANATION</u>
Service Code(s)	All or specified S/A code(s) which will be used in conjunction with the project code.
Project Code	Code assigned under the provisions of this manual.
Use/References	<p>1. <u>Use</u> - Clear-text statement defining the intended use of the code and indicating those to whom it applies (unless the use is classified). Also, if applicable, an abbreviated project name should be provided.</p> <p>2. <u>References</u> - Inter-S/A agreements and other documents establishing/specifying special controls for the project. The S/A establishing the project is responsible for ensuring that suppliers are provided copies of these documents, if not available on an inter-S/A basis. If a joint regulation is cited, all S/A numbers will be included in the project code announcement. An assembly point for shipment may be designated in this column by use of the DoDAAC for the assembly point. The DoDAAC of the assembly point will be entered in requisitions by requisitioners as the ship-to address. Shipping activities are not required to use project code announcements to determine the ship-to address unless inter-S/A agreements are negotiated for special routing of shipments. Only one assembly point per project code may be assigned.</p>
Monitor/Coordinator	Identity of the activity within the S/A or OSD/CJCS which is monitoring or coordinating the project, point of contact, and telephone number (DSN/FTS/ commercial).
Effective Date	Date when supply sources will commence required action relative to the code.
Termination Date	Date when code will be discontinued. The term "continuing" is permitted only for category C project codes. A specific termination date must be provided for categories A, B, and D codes. When the term "continuing" is used for a category C code, the S/A or OSD/CJCS sponsor of the code will notify the DoD MILSTRIP System Administrator when the code is no longer required. If the termination date is not known at the time of project code announcement, a date one year

after the effective date will be entered. The S/A or OSD/CJCS sponsor may extend this date any time within the one year period, if appropriate. Sponsors will also request cancellation of project codes prior to the termination date when appropriate. When a specified termination date is reached, inter-S/A recognition of the code will stop and categories C and D project codes will be deleted from this appendix. Unfilled requisitions (which have not been canceled) containing a deleted project code (category B, C, or D) will be processed in the same manner that requisitions with category A project codes are processed. No mass cancellation of CJCS project coded requisitions is authorized without prior approval of the JMPAB.

**F. Maintenance of Project Code Assignments.** The Service/Agency MILSTRIP project code contact point (and the initiator or requestor of the project code if different from the project code contact point listed under paragraph G., below) will ensure the status of the project code remains current. In addition to the requirements identified under paragraph E., above, the initiator or requestor of a project code will provide the current address of the monitor/coordinator. As project code assignment changes occur, the DoD MILSTRIP System Administrator will apprise all interested parties; such as, the project code contact point, the requestor or initiator (if different from the project code contact point), and the monitor/coordinator. The project code contact point and the initiator or requestor of the project code (if different from the project code contact point) will also notify all interested parties of changes in project code assignments.

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(RESERVED)



G. Service/Agency MILSTRIP Project Code Contact Points:

<u>Service/ Agency</u>	<u>Mailing Address</u>	<u>Message Address</u>	<u>Code Category</u>		
			<u>B</u>	<u>C</u>	<u>D</u>
Army	Director, Logistics Support Activity ATTN: AMXLS-MSP Chambersburg, PA 17201-4183	DIRLOGSA CHAMBERSBURG PA// AMXLS-MSP//	X	X	X
		INFO: CDRAMC ALEXANDRIA VA//AMCLG-SM//	X	X	X
Navy	Commander Naval Supply Systems Command ATTN: SUP 432C Washington, DC 20376-5000	COMNAVSUPSYSCOM WASHINGTON DC// SUP 432C//	X	X	X
Air Force	Commander HQ U.S. Air Force Materiel Command ATTN: AFMC/LGSW 4375 Chidlaw Road, Suite 6 Wright-Patterson AFB OH 45433-5006	HQ AFMC WRIGHT PATTERSON AFB OH// LGSW//	X	X	X
		INFO: HQ USAF WASHINGTON DC LGXX-LRC//			
Marine Corps	Commandant of the Marine Corps ATTN: LPS-1 Washington, DC 20380-0001	CMC WASHINGTON DC// LPS-1//	X	X	X
		INFO: ASL CMC WASHIANGTON DC//ASL//			
Coast Guard	Commandant U.S. Coast Guard ATTN: G-ELM-2 2100 Second Street, SW Washington, DC 20593-0001	COMDT COGARD WASHINGTON DC//G-ELM-2//	X	X	X
GSA	General Services Administration Federal Supply Service ATTN: FCSI/FBX Washington, DC 20406	GSA FSS CENTRAL OFFICE ARLINGTON VA//FCSI/FBX//	X	X	X

<u>Service/ Agency</u>	<u>Mailing Address</u>	<u>Message Address</u>	<u>Code Category</u>		
			<u>B</u>	<u>C</u>	<u>D</u>
DNA	Commander, Field Command Defense Nuclear Agency ATTN: FCPNM Kirtland AFB, NM 87115-5000	CDR FCDNA KIRTLAND AFB NM//FCPNM//	X	X	X
NSA	Director, National Security Agency ATTN: L111, Systems 9800 Savage Road Ft. George G. Meade, MD 20755-6000	DIRNSA FT GEORGE G MEADE MD//L111, SYSTEMS//	X	X	X
DLA	Director, Defense Logistics Agency ATTN: MMSLR/MMAR Cameron Station Alexandria, VA 22304-6100	DLA CAMERON STATION VA//MMSLR/MMAR//	X	X	X
DMA	Defense Mapping Agency ATTN: DMA (AQM/OPD) 8613 Lee Highway Fairfax, VA 22031-2137	DMA Fairfax VA//AQM/OPD//	X	X	X
DoD MILSTRIP System Adminis- trator	Defense Logistics Management Standards Office ATTN: DLMSO-MM 6301 Little River Turnpike, Suite 220 Alexandria, VA 22312-3508	DLMSO CAMERON STA VA//DLMSO//	X	X	X

Category D (OSD/CJCS) Project Codes<sup>1</sup>

<u>CODE</u>	<u>DURATION</u>	<u>USE/REFERENCE</u>	<u>MONITOR/ COORDINATOR</u>
9AD	12 Jun 87 to 31 May 96	PONY EXPRESS	CDR Robert Vint , Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827
9AW	3 Oct 86 to 31 Jul 96	AIR BRIDGE	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827
9BU	7 Aug 90 to 30 Nov 96	DESERT SHIELD/STORM/SORTIE	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 COMM (703) 697-0827
9BY	1 Apr 91 to 30 Jun 96	PROVIDE COMFORT	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827
9CB	7 Oct 91 to 30 Nov 95	PATRIOT MISSILE BATTERIES IN SWA	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827
9CL	30 Oct 92 to 31 Oct 95	OPERATION PROVIDE PROMISE	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827

<sup>1</sup>Category D project codes apply to any Service/Agency code authorized by OSD/CJCS.

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<u>CODE</u>	<u>DURATION</u>	<u>USE/REFERENCE</u>	<u>MONITOR/ COORDINATOR</u>
9CM	5 Dec 92 to 30 Apr 95	RESTORE HOPE (SOMALIA)	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827
9CR	9 Apr 93 to 31 Oct 95	DENY FLIGHT	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827
9CT	30 Jun 93 to 30 Jun 95	DENY FLIGHT	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827
9CU	30 Jun 93 to 30 Jun 95	ABLE SENTRY	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827
9DA	13 Jun 94 to 30 Jun 95	SUPPORT FOR FORMER SOVIET UNION COOPERATIVE TREATY REDUCTION	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827
9DC	13 May 94 to 31 May 96	US ARMY CONTINGENCY LOGISTICAL SUPPORT	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827
9DD	12 May 94 to 30 Apr 95	OPERATION SEA SIGNAL	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827

<u>CODE</u>	<u>DURATION</u>	<u>USE/REFERENCE</u>	<u>MONITOR/ COORDINATOR</u>
9DF	12 Jun 94 to 31 Aug 95	KOREAN OPTIONS	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827
9DJ	1 Oct 94 to 30 Sep 95	EXERCISES FUERTES CAMINO 95	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827
9DK	19 Aug 94 to 31 Jan 96	DRAWDOWN FOR RWANDA	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827
9DP	20 Aug 94 to 31 Jan 96	MODIFICATION TO SEA SIGNAL PHASE FIVE TO INCLUDE CUBAN MIGRANT OPERATIONS	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827
9DQ	27 Aug 94 to 31 Aug 95	SAFE HAVEN FOR CUBAN MIGRANTS IN PANAMA	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827
9DR	5 Sep 94 to 30 Sep 95	CARICOM TRAINING AND DEPLOYMENT	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827
9DS	8 Sep 94 to 30 Sep 95	OPERATION UPHOLD DEMOCRACY	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827

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<u>CODE</u>	<u>DURATION</u>	<u>USE/REFERENCE</u>	<u>MONITOR/ COORDINATOR</u>
9DT	21 Sep 94 to 31 Jul 95	DRAWDOWN FOR MULTINATIONAL COALITION FOR HAITI	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827
9DU	21 Sep 94 to 31 Jul 95	Drawdown for the Police/Monitor Component of the Multinational Coalition for Haiti	CDR Robert Vint, Joint Staff/J4, DSN 227-0827 or COMM (703) 697-0827
9DW	8 Nov94 to 31 Jan 96	GTMO CAMP IMPROVEMENTS	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827
9EA	18 Jan 94 to 30 Jun 95	EMERGENCY EARTHQUAKE RELIEF OPERATIONS TO THE GOVERNMENT OF JAPAN	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827
9EB	14 Feb 95 to 19 Aug 95	SUPPORT OF PEACEKEEPING OPERATIONS IN ECUADOR AND PERU	CDR Robert Vint, Joint Staff/J4, DSN 227-0827 or COMM (703) 697-0827
9EC	28 Feb 95 to 30 Sep 96	SUPPORT OF UNITED NATIONS MISSION IN HAITI FORCES	CDR Robert Vint, Joint Staff/J-4, DSN 227-0827 or COMM (703) 697-0827
922	6 Sep 84 to TBA	PROJECT BGE/SGF	USAEMRA/SALEM Linda Sanford DSN 229-6245

Category C Project Codes

<u>CODE</u>	<u>DURATION</u>	<u>USE/REFERENCE</u>	<u>MONITOR/ COORDINATOR</u>
<b>3AA</b>  Service Codes: All except B, D, K, P, and T	13 Oct 76 to Continuing	Used by Service activities to identify requisitions submitted to obtain issues to satisfy PWRMS deficiencies. Project code may be entered in either funded or unfunded requisitions.	
<b>3AB</b>  Service Codes: All except B, D, K, P, and T	1 Dec 77 to Continuing	Used for materiel shipments to a designated repair activity for repair and return or shipment as otherwise directed under a DMISA.	
<b>3AC</b>  Service Codes: All except B, D, K, P, and T	1 Dec 77 to Continuing	Used for materiel returns to the PICA under an NIMSC 5 or 6.	
<b>3AD</b>  Service  All	19 Mar 79 to Continuing	Used to identify requisitions and related documents pertaining to AUTODIN and assets Codes: within the logistics system.	
<b>3AE</b>  Service  All	1 Feb 89 to Continuing	Used in DI U_ series transactions to identify exercise logistics traffic. Authorization Codes: and intended use will be announced by exercise plans. (Note: Coordinate period of use with the Director, Defense Logistics Management Standards Office to avoid simultaneous use in multiple exercises.)	

<u>CODE</u>	<u>DURATION</u>	<u>USE/REFERENCE</u>	<u>MONITOR/ COORDINATOR</u>
3AF  Service Codes: All	1 Oct 92 to Continuing	Identifies a requisition for a reparable item for which the existing carcass will not be returned until the replacement item is received.	
3AL  Service Codes: All	1 May 84 to Continuing	Identifies automatic return of unserviceable (SCC E or F) NIMSC 5 item for which a replacement will be requisitioned. Must appear on return documentation (DIFTA) and shipping documentation (DD Form 1348-1A).	
3AR  Service Codes: All	13 Oct 82 to Continuing	To identify AFRTS tri-service requirements and facilitate logistics support to worldwide AFRTS outlets.	
3AT  Service Codes N,R,V	1 Apr 87 to 1 Apr 97	Identifies NAVY TACAMO requirements. S/As are requested to recognize TACAMO as a Strategic Program with a FAD I assignment.	NAVAIR 41223H, DSN 222-0320 or NAVSUP 41212, DSN 327-0838
3DS  Service Codes: All	1 May 82 to Continuing	Used to identify requisitions and related documents pertaining to DoDDS. Project Code 3DS is to be included in all requisitions placed by host activity base supply facilities for support of DoDDS and is to be perpetuated in all subsequent documents and labels.	
3DS  Service Codes: All	1 May 82 to Continuing	Used to identify requisitions and related documents pertaining to DoDDS. Project Code 3DS is to be included in all requisitions placed by host activity base supply facilities for support of DoDDS and is to be perpetuated in all subsequent documents and labels.	



<u>CODE</u>	<u>DURATION</u>	<u>USE/REFERENCE</u>	<u>MONITOR/ COORDINATOR</u>
3FC  Service Codes: All	18 May 93 to Continuing	Used to identify Security Assistance and related documents for sale of potential excess consumable defense articles to FMS customers.	
3FR  Service Codes: All	18 May 93 to Continuing	Used to identify Security Assistance requisitions and related documents for sale of potential excess reparable defense articles to FMS customers.	
3JB	1 Oct 93 to 30 Sep 98	For tracking costs that will be incurred from the FY93 Base Realignment and Closure Commission	Mr. L. Yankosky, DLA-MMDB, DSN 274-6277
3JC	24 Sep 93 to 30 Sep 95	DoD Electro-Mechanical Lock  Retrofit	Mr. W. Finkle, DLA-MMSLP, DSN 284-6171
3LN  Service Codes: All	21 May 82 to Continuing	Used to identify requirements and related documents pertaining to support of UNIFIL.	
3LP  Service Codes: All	21 May 82 to Continuing	Used to identify requirements and related documents pertaining to support of UNDOF.	
3LQ  Service Codes: All	21 May 82 to Continuing	Used to identify requirements and related documents pertaining to support of UNTSO.	

<u>CODE</u>	<u>DURATION</u>	<u>USE/REFERENCE</u>	<u>MONITOR/ COORDINATOR</u>
3LU  Service Codes: All	21 May 82 to Continuing	Used to identify requirements and related documents pertaining to support of UNPF.	
3ML  Service Codes: All	1 Nov 83 to Continuing	Used to identify requirements and related documents in support of the Multinational Peacekeeping Force in Lebanon.	
3NA  Service Codes: All	20 Nov 91 to 30 Jun 95	Used to identify requisitions submitted by Denmark, Greece, Norway, Portugal, Spain, Turkey, and the NATO Maintenance and Supply Agency, for Supreme Headquarters Allied Powers Europe defined minimum operating standard spares/repair parts in support of the M60 series tanks, M110 Howitzers and M113 Personnel Carrier Systems.	
3PR  Service Codes: All	1 Nov 89 to Continuing	Used to identify replenishment PWRMS requisitions. It is also used to identify excess situations.	
3QQ  Service Codes: All	1 Nov 83 to Continuing	Item is excess to requirements as a result of pending installation closure. Item has been identified on the preliminary list of "related personal property" to be transferred to the local community at the time of installation closure under the provisions of DoDD 5410.12 (reference (ii)). Do not direct return to stock unless the item is required to meet an AFAO and/or approved PWRRs.	
3RD  Service Codes: All	1 Apr 80 to Continuing	Used to identify all MILSTRIP documentation related to the RDF. This code will facilitate the monitoring of all supply and transportation actions related to the RDF in contingencies and contingencies and similar rapid response situations.	

<u>CODE</u>	<u>DURATION</u>	<u>USE/REFERENCE</u>	<u>MONITOR/ COORDINATOR</u>
3RE  Service Codes: All	15 Oct 81 to Continuing	To identify all MILSTRIP documentation related to deployed RDF units. This code will aid the monitoring of all supply and transportation actions related to deployed RDF units in rapid response situations.	
3RF  Service Codes: All	15 Oct 81 to Continuing	To identify all MILSTRIP documentation related to IPSS in support of deployed RDF units. This code will aid the monitoring of all supply and transportation actions related to deployed RDF units in rapid response situations.	
3RG  Service Codes: All	18 Dec 81 to Continuing	Used to identify all MILSTRIP documentation relating to IPSS for the RDF. This code identifies a requisition that is to be processed for surface transportation by the CCP.	
3VN  Service Codes: All	Immediate to 31 Dec 91	Identifies requisitions in support of the V-22 Weapon System Acquisition Program.	
JZC  Service Codes: All except B, D, K, P, and T	1 Jul 76 to Continuing	Used for Service activities to designate part-numbered or decentralized requisitions (nonstocked) in support of CCE.	
JZM  Service Codes: All except B, D, K, P, and T	1 Jul 76 to Continuing	Used for Service activities to designate part-numbered or decentralized (nonstocked) NSN requisitions in support of MHE.	

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<u>CODE</u>	<u>DURATION</u>	<u>USE/REFERENCE</u>	<u>MONITOR/ COORDINATOR</u>
JZO	1 Jul 76	Used for Service activities to designate	
	to	part-numbered or decentralized (nonstocked)	
Service	Continuing	NSN requisitions in support of commercially	
Codes:		designed wheeled vehicles.	
All except			
B, D, K,			
P, and T			

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## APPENDIX B14

### PRIORITY DESIGNATORS AND STANDARD/REQUIRED DELIVERY DATES

(RECORD POSITIONS 60-61 AND 62-64)

A. The priority designator (PD) is based upon a combination of factors that relate the relative importance of the requisitioner's mission, expressed by its Force Activity Designator (FAD) and the urgency of need of the end use expressed by the Urgency of Need Designator (UND). The FAD (a Roman numeral) is assigned by the Secretary of Defense, the Chairman of the Joint Chiefs of Staff (CJCS), or a DoD Component authorized by the CJCS to assign FADs for their respective forces, activities, programs or projects. The criteria for assignment of an appropriate FAD is in **DoD 4140.1-R, Appendix I (reference e)**. The UND (an alphabetic character) is determined by the requisitioning activity. The criteria for assignment of the UND is in paragraph C. below.

B. Commanding Officers of requisitioning installations are responsible for the accurate assignment of PDs consistent with the FAD and UND, and the validity of RDDs when assigned to requisitions. Similarly, Commanding Officers of ILCOs, receiving requisitions from MAP requisitioners, are responsible for review of assigned PDs and delivery dates. The following reviews will be accomplished prior to transmission of the requisitions to the supply source:

1. Commanders (or acting commanders during absences) will personally review all requirements based on UND A to certify an inability to perform the mission.

2. Commanders will designate, in writing, specific personnel who will personally review all requirements based on UND B to certify that the urgency has been accurately determined.

C. The determination of the appropriate UND shall be made as follows:

1. UND A shall be used in requisitioning materiel:

- a. Required for immediate end use and without which the force or activity is unable to perform its assigned operational mission or without which the force or activity will be unable to perform its assigned operational mission within 15 days (20 days if the force or activity is located OCONUS).<sup>1</sup>

- b. Required for immediate installation on, or repair of, mission-essential materiel and without which the force or activity is unable to perform its assigned operational mission.

- c. Required for immediate end use for installation on, or repair of, direct support equipment (ground support, firefighting, etc.) necessary for the operation of mission-essential materiel.<sup>2</sup>

- d. Required for immediate end use in the replacement or repair of mission-essential training materiel and without which the force or activity is unable to perform its assigned training missions.

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<sup>1</sup>Materiel requirements of this nature affect the readiness of mission-essential materiel and actually result in a report of casualty in accordance with equipment readiness information systems authorized by the OSD, the Chairman of the Joint Chiefs of Staff, or DoD Component headquarters.

<sup>2</sup>See footnote 1.

e. Required for immediate end use to effect the replacement or repair of the essential physical facilities of an industrial or production activity and without which that activity is unable to perform its assigned missions.

f. Required for immediate end use to eliminate an existing work stoppage at an industrial or production activity that is engaged in manufacturing, modifying, or maintaining mission-essential materiel.

g. Required for immediate end use to eliminate an existing work stoppage on a production line that is performing repair and maintenance of unserviceable items having a Military Mission Essentiality code of 1 or 2.

2. UND B shall be used in requisitioning materiel:

a. Required for immediate end use and without which the capability of the force or activity to perform its assigned operational mission is impaired.

b. Required for immediate installation on, or repair of, mission-essential materiel and without which the capability of the force or activity to perform its assigned operational missions is impaired.<sup>3</sup>

c. Required for immediate end use for installation on, or repair of, auxiliary equipment which supplements mission-essential material or takes the place of such material should it become inoperative.

d. Required for immediate end use in the replacement or repair of mission-essential or auxiliary training equipment and without which the capability of the force or activity to perform its assigned missions is impaired.

e. Required for immediate end use to effect replacement or repair of the essential physical facilities of an industrial or production activity and without which the capability of that activity to perform its assigned missions is impaired.

f. Required to preclude an anticipated work stoppage at an industrial or production activity that is engaged in manufacturing, modifying or maintaining mission-essential materiel.

g. Required to preclude an anticipated work stoppage on a production line performing repair and maintenance of unserviceable intensive management or critical items.

h. Required for the immediate replacement of the safety level quantity of mission-essential items on allowance and load lists (such as, prescribed load lists, spares kits, station sets, or coordinated shipboard allowance lists) when the last item has already been issued.

i. Required for immediate stock replenishment at overseas forward area supply activities when a customer's mission-essential stock level goes below the safety level and stock due in is not anticipated to arrive prior to stock on hand reaching a zero balance. The quantity ordered should be the minimum amount sufficient to ensure the maintenance of a positive stock balance until materiel that is due in actually arrives.

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<sup>3</sup>Materiel requirements of this nature directly affect the capability of the force or activity to perform its mission; it can temporarily accomplish assigned missions and tasks but with effectiveness and efficiency below the DoD Component Headquarters-determined level of acceptable readiness.

3. UND C will be used in requisitioning materiel:

- a. Required for on-schedule repair, maintenance, manufacture, or replacement of all equipment.
- b. Required for replenishment of stock to meet authorized stockage objectives.
- c. Required for purposes not specifically covered by any other UND.

D. The requisitioning activity determines the appropriate PD to enter in the requisition based on the assigned FAD and the UND determined by the requisitioning activity. Table 1 indicates the appropriate Arabic number PD derived from a combination of a given Roman numeral FAD with one of the alphabetical UNDs. It should be noted that each force or activity normally can choose from only three priority designators.

Table 1

DERIVATION OF PRIORITY DESIGNATORS

(Relating FAD to UND)

<u>FORCE OR</u>	<u>URGENCY OF NEED DESIGNATOR ACTIVITY</u>		
<u>DESIGNATOR</u>	<u>A</u>	<u>B</u>	<u>C</u>
I	01	04	11
II	02	05	12
III	03	06	13
IV	07	09	14
V	08	10	15

E. In the following special circumstances, the stated PD may be used by all requisitioners, irrespective of FAD, but they are not to be used for the routine replenishment of stocks to meet authorized stockage objectives:

1. PD 03 shall be used by all activities for medical or disaster-relief supplies or related items of equipment that are required immediately for:

a. Prolonging life, relieving avoidable suffering, or expediting recovery in case of injury, illness, or disease.

b. Avoiding or reducing the impact of epidemics or similar potential mass illnesses or diseases when in the opinion of medical professionals the probability of epidemics or similar potential mass illnesses is imminent.

2. PD 03 shall be used by all activities for emergency supplies or items of equipment that are required immediately for controlling a civil disturbance, civil disorder or rioting.

3. PD 06 shall be used by all activities for emergency supplies of individual and organizational clothing required immediately to provide a minimum of essential clothing to active duty military personnel who are actually without their required clothing.

F. If local stocks are exhausted and the local supply activity must requisition a specific immediate end-use requirement for a supported activity with a higher FAD, the supply activity may assign a PD, commensurate with the FAD of the supported unit, to the specific requirement. This authority will not be used for the routine replenishment requirements of the supported unit.

G. Whenever a DoD Component executes a contract which provides that a commercial contractor will requisition Government-furnished materiel from the DoD distribution system, the DoD contracting officer will advise the contractor of the PDs to be shown in such contractor-prepared requisitions. The advice will take cognizance of the FAD of the national priority program, force or activity for which the contract is executed, and potential urgencies of need.

H. ISSUE PRIORITY GROUPS (IPGs) PDs are grouped into Issue Priority Groups (IPGs) as follows:

1. PDs 01, 02, and 03 form IPG I.
2. PDs 04, 05, 06, 07, and 08 form IPG II.
3. PDs 09, 10, 11, 12, 13, 14, and 15 form IPG III.

I. The key to achieving and maintaining a well balanced stock position is timeliness in submitting stock replenishment requisitions. Services, in promulgating this system, will ensure establishment of directives to provide positive assurance that replenishment requisitioning is effected when the reorder point has been reached and/or when planned program requirements or issue experience reveals the necessity for the establishment of stock levels. Continued emphasis on stock replenishment requisitioning will minimize the necessity for priority requisitioning. Competing demands; such as, different demands having the same PD or RDD for assets in short supply, will be manually reviewed when release of assets may result in failure to satisfy a firm commitment for delivery of materiel to a MAP recipient or failure to satisfy a requisition reflecting a CJCS assigned project code. Decision on the selection of demands to be satisfied will be based on scheduled dues-in, significance of the CJCS assigned project codes, and acceptability of substitute items. The CJCS project codes are in the 9\_ series. Control levels may be established to reserve assets for requisitions with designated ranges of PDs, CJCS approved projects, or firm commitments for delivery of materiel to a MAP recipient.

J. Requisitioning activities, after determining the appropriate PD applicable to requisitions, will determine the supply transportation system response time requirements by the designation or non-designation of a RDD. The response times (UMMIPS time standards) are displayed in chapter 3, figure 3-2.

1. When an extended RDD is assigned, it will be expressed in terms of months from the last day of the month expressed by the date of the requisition. The number of months, designating the extended RDDs, will be entered in rp 63-64 and an alphabetic "X" will be entered in rp 62. In these instances, the RDD is interpreted to indicate the latest acceptable delivery date and will not preclude earlier delivery if the materiel is available. The appropriate PD, consistent with the FAD and UND, will be entered in 60-61. Under these circumstances, the RDD will be the last day of the month depicted by the entry in rp 63-64. When supply status is provided, the ESD will be shown in rp 70-73. Supply sources deferring supply support to the requisitioner will enter Status Code BP in rp 65-66 of the supply status transaction.

2. When expedited transportation is required, and the PD is 01-08, "777" may be entered in rp 62-64.



3. If the customer is collocated with the supply depot issuing the materiel or has through local negotiations obtained collocated customer status and does not require the fastest possible service of the supply and transportation system, the customer should enter an RDD of "444". The customer entering a "444" RDD should expect the total time from order placement to delivery to be within the total order and ship time specified in chapter 3, figure 3-2, for **the assigned PD**.

4. If the customer does not specify a delivery date or one of the allowable entries for rp 62-64 as stated in this appendix, the RDD will be left blank and the customer should expect the total time from order placement to delivery to be within the total order and ship time specified in chapter 3, figure 3-2, for **the assigned PD**. When requisitions are received without entries in rp 62-64, these positions will be left blank on all transactions resulting from requisition processing.

K. For subsistence, the RDD in rp 62-64 is a mandatory entry on all requisitions, with the assigned PD prescribing the precedence of internal supply processing actions for requisitions reflecting identical RDDs. To ensure delivery on the RDD, the ICP/depot may bank the requisitions until the correct processing date, computed by subtracting the number of days needed for depot processing and transit time from the RDD. All requisitions will be submitted using schedules established by the ICP.

1. When RDDs extend beyond order/ship times established by the ICP (for MREs and other ration items), paragraph J.1., above, will apply.

2. Expedited Handling Signal 999 and other NMCS conditions covered in the succeeding paragraphs take precedence over the specific RDD requirements.

3. During mass and universal cancellation situations, provisions of chapters 3 and 8 take precedence over specific RDD requirements.

4. Provisions for work stoppage conditions do not apply to subsistence.

L. NMCS/ANMCS requisitions will be prepared with special coding in the RDD field when the following conditions exist/are anticipated to occur: equipment deadlined for parts, aircraft out of commission for parts, engine out of commission for parts, and ships capability impaired for parts. The Commanding Officer of the requisitioning activity will either personally approve, or delegate in writing to specific personnel the authority to approve, all NMCS/ANMCS requisitions.

M. Expedited Handling Signal 999 will be entered in the RDD field of PD 01-03 NMCS requisitions for materiel being shipped to U.S. Forces OCONUS and CONUS Forces alerted for deployment within 30 days of the requisition date only when the conditions specified below are met:

1. The requisitioning unit must possess FAD I, II, or III, and

2. The items or equipment required are causing mission-essential systems or equipment to be incapable of performing any of their assigned missions, or

3. The items or equipment required have been identified during maintenance or testing as necessary to prevent mission-essential systems or equipment from being unable to perform assigned operational missions or tasks within five days of the date of the requisition.

N. Expedited Handling Signal 999 does not apply to FMS and MAP Grant Aid requisitions.

O. For NMCS conditions other than 999, and all ANMCS conditions, requisitions must contain PD 01-08, and rp 62 will contain N (NMCS) or E (ANMCS). Short RDDs expressed as days from the requisition date may be entered in rp 63-64.

P. When a requisitioner desires that specific materiel shipments not be released prior to 50 days before expiration of the extended RDD, an S will be entered in rp 62. The RDD will be interpreted as the last day of the month indicated in rp 63-64. The entry in rp 63-64 will indicate the number of months from the requisition date that the materiel is required; such as, an "01" for the first month and "02" for the second. Shipping activities will ensure that this request is honored. Supply sources deferring supply support to the requisitioner will enter Status Code BP in rp 65-66 of the supply status transaction.

Q. FMS and MAP Grant Aid requisitions may contain a required availability date (RAD) in rp 62-64. The RAD will reflect the amount of time remaining from the date of the requisition until the materiel is required with the number of months remaining from the date of the requisition to the required availability date entered in rp 63-64. (See chapter 6.)

R. When a requisitioner desires to identify requisitions for continued document and/or shipment processing during mass cancellation situations, a document modifier (DI AM\_) will be submitted with "555" in the RDD data field, rp 62-64. Requisitions containing or modified to contain "555" in the RDD data field, and containing PD 01-08 in rp 60-61, will receive processing precedence, under chapter 3, paragraph A.2. Requisitions containing "555" in the RDD data field and PD 09-15 rp 60-61 will be processed under the priority.

S. For work stoppage conditions at industrial activities, the following procedures may apply at the option of the individual Service. When utilized, these codes will only be significant on an intra-Service basis and will not be otherwise recognized:

1. Enter F in rp 62 of requisitions submitted by rework facilities for bits and pieces required for rework of mandatory turn-in reparable materiel.

2. Enter R in rp 62 of requisitions submitted by repair activities, other than rework facilities, to indicate local work stoppage requirements.

3. Entries in rp 63-64 may indicate short RDDs expressed in number of days from the requisition dates for those requisitions containing F or R in rp 62.

T. For conventional ammunition requisitions only when materiel is required to be delivered within a specific time period; such as, materiel for an exercise which is not required before or after the exercise, an RDP may be established as outlined below and entered in rp 62-64:

1. Decide the last acceptable delivery date, then calculate how many days this date is past the date of the requisition. Assign this number of days to the last two positions of the RDP (rp 63-64). (The RDP allows the last acceptable delivery date to reach up to but not exceed 99 days past the date of the requisition.)

2. Decide the earliest acceptable delivery date. Determine how many days this date is before the last acceptable delivery date. Match this number to the corresponding letter in the RDP table below. Assign this letter to the first position of the RDP (rp 62). (The RDP allows the earliest acceptable delivery date up to, but not greater than, 14 days before the last acceptable delivery date.)

B	C	D	G	H	J	K	L	M	P	T	U	V	W
1	2	3	4	5	6	7	8	9	10	11	12	13	14

3. In the above manner, a requisitioner may specify a RDP without the use of exception data. As an example, assume a requisition has an ordinal date of 9125, and the last acceptable delivery date is 30 days after the date of the requisition (9155), while the earliest acceptable delivery date is 2 days before the last acceptable delivery date (9153). In this case, the last two positions of the RDP would be 30, and the first position would be C (2 days before 9155--the last acceptable delivery date). The RDP would appear on the requisition as C30.

## APPENDIX B15

### ADVICE CODES

Advice codes are numeric/alphabetic or numeric/numeric and provide coded instructions to supply sources when such data are considered essential to supply action and entry in narrative form is not feasible. The requisition transaction advice codes flow from requisition originators to initial processing points and are thereafter perpetuated into passing actions and release/receipt documents. The excess transaction advice codes flow from a DAAS facility to an ICP/IMM to indicate that the excess transaction has been edited by DAAS. The method of assigning advice codes and listings of requisition/excess transaction advice excess transaction advice codes are provided below:

#### CATEGORY ASSIGNMENTS OF ADVICE CODES

##### RECORD POSITION(S)

65	66	numeric/alphabetic and numeric/numeric
2	A thru Z (Except O and I) 1 thru 9	For DLA, inter-Service, and GSA transactions.
3	A thru Z (Except O and I) 1 thru 9	
1	A thru Z (Except O and I) 1 thru 9	For Intra-Army usage. <sup>1</sup>

<sup>1</sup> The codes assigned for DLA, inter-Service and GSA transaction use will also be recognized and use for intra-Service transactions and will not be duplicated within the Service assignment latitude.

**RECORD  
POSITION(S)**

65	66	numeric/alphabetic and numeric/numeric
6	A thru Z (Except O and I) 1 thru 9	For Intra-Air Force usage. <sup>2</sup>
5	A thru Z (Except O and I) 1 thru 9	For Intra-Navy usage. <sup>3</sup>
4	A thru Z (Except O and I) 1 thru 9	For Intra-Marine Corps usage. <sup>4</sup>
7	A thru Z (Except O and I) 1 thru 9	For Intra-GSA usage. <sup>5</sup>
8	A thru Z (Except O and I) 1 thru 9	For Intra-DLA usage. <sup>6</sup>
9	A thru Z 1 thru 9	Reserved - Not to be used.
0	A thru Z 1 thru 9	

<sup>2</sup>See Footnote 1 on page B15-1

<sup>3</sup>See Footnote 1 on page B15-1

<sup>4</sup>See Footnote 1 on page B15-1

<sup>5</sup>See Footnote 1 on page B15-1.

<sup>6</sup>See Footnote 1 on page B15-1

NUMBER OF CHARACTERS: Two.

TYPE OF CODE: Numeric/alphabetic or numeric/numeric.

EXPLANATION: Provides coded instructions by the requisitioner to supply sources when such data are considered essential to supply action and entry in narrative form is not feasible.

RECORD POSITION(S): 65-66.

#### REQUISITION TRANSACTION ADVICE CODES

<u>CODE</u>	<u>EXPLANATION</u>
2A	Item is not locally obtainable through manufacture, fabrication, or procurement.
2B	Requested item only will suffice. Do not substitute/ interchange. Also applies to "obsolete"/"inactivated" items previously rejected with Status CJ. When used in response to Status Code CJ, the submission of a new requisition will be on DD Form 1348-6 with all appropriate technical data; for example, end item usage, component, make, model, series, serial number, drawing piece and/or part number, manual reference, or applicable publication.
2C	(1) Do not backorder. Reject any unfilled quantity not available to meet SDD/RDD. Suitable substitute acceptable.  (2) When entered in Brand Name Resale Subsistence Item, requisitions for overseas will be interpreted to authorize rejection of unfilled quantities not due to arrive in the overseas command by the RDD plus 30 days. Rejection status will be furnished the customer when it is determined by the supply source that unfilled requisitioned quantities cannot be shipped in time to arrive at the OCONUS destination by RDD plus 30 days. This may occur as a result of vendors' failure to ship required quantities to the CONUS transshipment depots by contract delivery date plus 15 days or, upon receipt at the CONUS transshipment depot, it is determined that the shipment could not reach the OCONUS destination by the RDD plus 30 days.
2D	Furnish exact quantity requested (i.e., do not adjust to quantity unit pack unless adjustment is upward and the dollar value increase is not more than \$5.00 over the requisition's extended money value).
2E	Free issue. Stock lists or other publications offer this materiel without reimbursement. (To be used with Signal D or M on inter-Service requisitions.)
2F	Item known to be coded "Obsolete" but still required for immediate consumption. Service coordinated/approved substitute is acceptable. If unable to procure, reject requisition with Status CJ.

<u>CODE</u>	<u>EXPLANATION</u>
2G	Multiple-use:  (1) Ship new stocks or stocks having new appearance;  (2) Strategic mission requires latest model and configuration (for electronic tubes);  (3) Strategic mission requires newest stock only (for photographic film or for aerial requirements for ammunition devices or cartridges);  (4) Anticipated usage requires latest expiration dates only (for biologicals).
2H	Special textile requirement for use in airborne operations where personal safety is involved.
2J	Do not substitute or backorder any unfilled quantities.
2K	Item being requisitioned from CONUS pursuant to the balance of payments program. (To be used only by OCONUS requisitioner.)
2L	Quantity reflected in quantity field exceeds normal demands; however, this is a confirmed valid requirement.
2M	The MCA validation process has revealed that the requested item is authorized by a valid contract.
2N	Item required in one continuous length as expressed in rp 25-29 and unit of issue in rp 23-24. No other configuration is acceptable and/or multiples of the unit pack are not acceptable.
2P	Item required in one continuous length as expressed in rp 25-29 and the unit of issue in rp 23-24. If requirement exceeds the unit pack length, multiples of the unit pack are acceptable.
2Q	The MCA validation process has revealed that the quantity cited on the DI AX1 exceeds the contract authorized quantity. The total requisitioned quantity is to be rejected.
2R	The MCA validation process has revealed that the quantity cited on the DI AX1 transaction exceeds the contract authorized quantity. The quantity field in this transaction (DI AX2) reflects the quantity that may be supplied. The quantity difference between the DI AX1 and this transaction will not be supplied.
2S	Issue below established stock reservation levels is authorized. (To be used by Service owners of SMCA managed conventional ammunition items only.)
2T	Deliver to the ultimate consignee by the SDD or RDD entered hereon or cancel requirement.
2U	The MCA validation process has revealed that no valid contract is registered at the MCA.

<u>CODE</u>	<u>EXPLANATION</u>
2V	The MCA validation process has revealed that the contract is valid; however, the requisitioned item, or requisitioner, or the DoDAAC in rp 45-50, is not authorized GFM under the contract.
2W	This requisition is submitted for free issue of assets above the AFAO on a fill or kill basis. (Applicable to MAP/MASF requisitions only.)
21	Combination of Advice Codes 2L and 2T.
22	Combination of Advice Codes 2C and 2L.
23	Combination of Advice Codes 2L and 2G.
24	Combination of Advice Codes 2B and 2G.
25	Combination of Advice Codes 2A and 2F.
26	Combination of Advice Codes 2B and 2L.
27	Combination of Advice Codes 2D and 2L.
28	Combination of Advice Codes 2N and 2L.
29	Combination of Advice Codes 2D and 2G.
31	Combination of Advice Codes 2J and 2G.
32	Combination of Advice Codes 2C and 2T.
33	Combination of Advice Codes 2L and 2J.
34	Requested item only will suffice. Do not substitute/inter change. Items required in one continuous length as expressed in rp 25-29 and unit of issue in rp 23-24. No other configuration is acceptable and/or multiples of the unit pack are not acceptable. (Combination of Advice Codes 2B and 2N.)
39	Requested item only will suffice. Do not substitute/interchange. Item required in one continuous length as expressed in rp 25-29 and the unit of issue in rp 23-24. If requirement exceeds the unit pack length, multiples of the unit pack are acceptable. (Combination of Advice Codes 2B and 2P.)
3B	Item being requisitioned has been designated as commercial-type item. Unable to obtain item from commercial sources. Request supply of requisitioned quantity be accomplished against the FMS case reflected in rp 48-50.
3A	Deleted.



### Procedures for Requesting and Approving Use of Advice Codes 3C through 3J

1. Activities will submit their requests to use Advice Code 3C through 3J using internal S/A guidance, to the authorized approving S/A activity. (See paragraph 2, below)

<u>CODE</u>	<u>EXPLANATION</u>
3C	Issue newest materiel but with no less than 75 percent of shelf life remaining. Applies to DPSC-Medical items for PWRR, MPSR, and other requirements whose activities have received approval from their Service/Agency to use this code. (See paragraph 2, below for the authorized S/A approving activity.)
3D	Combination of Advice Code 2L and 3C.
3E	Combination of Advice Code 2B and 3C.
3F	Combination of Advice Code 2D and 3C.
3G	Combination of Advice Code 2J and 3C.
3H	Combination of Advice Code 2C and 3C.
3J	Combination of Advice Code 2T and 3C.

2. The authorized approving S/A activity will submit all approved requests to the DPSC with the following data: (1) DoDAAC of the approved activity, and (2) justification for the use of the new codes. Authorized S/A approving activities are as follows:

<u>Army</u>	Commander U.S. Army Medical Materiel Agency ATTN: SGMMA-RMM Fort Detrick Frederick, MD 21701-5000
<u>Navy</u>	Chief of Naval Operations Navy Department ATTN: OP-41C Washington, DC 20350-2000
<u>Air Force</u>	Air Force Materiel Command ATTN: AFMLO/FOR-O Frederick, MD 21701-5000
<u>Marine Corps</u>	Commandant of the Marine Corps Headquarters United States Marine Corps ATTN: LPP-2 Washington, DC 20380-2000
<u>Coast Guard</u>	Commandant U.S. Coast Guard ATTN: G-ELM-2 2100 Second Street, SW Washington, DC 20593-0001

NSA

Director  
National Security Agency  
ATTN: L1111  
9705 Samford Road  
Fort George G. Meade, MD 20755-6000

DLA

Defense Personnel Support Center  
ATTN: DPSC-RAM  
2800 S. 20th Street  
Philadelphia, PA 19101-8419

3. The DPSC will provide approval/disapproval to the authorized approving S/A activity with an effective date for submission of requisitions.

CODE

EXPLANATION

3K-3P

Deleted.

3Q

Requested item only will suffice. Do not substitute/interchange. Requisitioner will accept Condition E stock in a usable condition (ammunition stock only).

3V

Deliver to the ultimate consignee by the SDD entered hereon or cancel requirement. Requisitioner will accept Condition E stock in a usable condition (ammunition stock only).

3W

Furnish exact quantity requested (i.e., do not adjust to unit pack quantity). Requisitioner will accept Condition E stock in a usable condition (ammunition stock only).

3X

Requisitioner will accept Condition E stock (ammunition stock only).

3Y

Do not substitute or back order any unfilled quantities. Requisitioner will accept Condition E stock in a usable condition (ammunition stock only).

3Z

The quantity reflected in the quantity field exceeds normal demand; however, this is a confirmed valid requirement. Requisitioner will accept Condition E stock in a usable condition (ammunition stock only).

EXCESS TRANSACTION ADVICE CODES

<u>CODE</u>	<u>EXPLANATION</u>
3T	Document has been edited by DAAS. Records indicate that NSN is correct and that the activity identified in rp 4-6 is the managing ICP/IMM.
3U	The correct SOS is in rp 4-6. Necessary action has been initiated to correct DIDS SOS file.

DRMS INTRANSIT CONTROL ADVICE CODES

<u>CODE</u>	<u>EXPLANATION</u>
35	There is a quantity variance between the DRMS receipt quantity and the AS3. (For use with DIs AFX and AFZ by DRMS only.)
36	A DRMO receipt exists for which a matching AS3 has not been received. (For use with DIs AFX and AFZ by DRMS only.)
37	An AS3 has been received for which a matching DRMO receipt has not been received. (For use with DIs AFX and AFZ by DRMS only.)

## APPENDIX B16

### STATUS CODES

**A.** Status codes may be alphabetic/alphabetic or alphabetic/numeric and flow from supply sources to the creator of a requisition/excess report, consignee/consignor, or service designated control office. Status codes also flow from a DAAS facility to a DAAS subscriber or from storage activities to ICPs to furnish the status of MROs. The purpose of status codes is to inform recipients of the status of requisitions/excess reports and related transactions.

**B.** Selected status codes are also used to provide status on or to reject MILSTRAP (reference (cc)) transactions.

**C.** The method of assigning status codes and a listing of the codes is provided below:

#### CATEGORY ASSIGNMENTS OF STATUS CODES

##### **RECORD POSITION(S)**

65	66	alphabetic/alphabetic and alphabetic/numeric
----	----	--

**For DLA, inter-Service, and GSA transactions, excluding excess transactions.**

B	A	through Z (except O and I)
B	I	through 9
C	A	through Z (except O and I)
C	I	through 9
D	A	through Z (except O and I)
D	I	through 9

##### **RECORD POSITION(S)**

65	66	alphabetic/alphabetic and alphabetic/numeric
----	----	--

**For DLA, inter-Service, and GSA excess transactions.**

S	A	through Z (except O and I)
S	I	through 9
T	A	through Z (except O and I)
T	I	through 9
U	A	through Z (except O and I)
U	1	through 9

## CH 8

DoD 4000.25-1-M

## For Intra-Army

A	A	through Z (except O and I)
A	I	through 9

## For Intra-Air Force

F	A	through Z (except O and I)
J	A	
F	1	through 9
J	1	

## For Intra-Navy

N	A	through Z (except O and I)
R	A	
N	I	through 9
R	I	

## For Intra-Marine Corps

M	A	through Z (except O and I)
M	I	through 9

RECORD  
POSITION(S)

65	66	alphabetic/alphabetic and alphabetic/numeric
----	----	--

## For Intra-GSA

G	G	A	I	through Z (except O and I)
				through 9

## For Intra-DLA

H	H	A	I	through Z (except O and I)
				through 9

NOTE: The codes assigned for DLA, inter-Service, and GSA transaction use will also be recognized and used for intra-Service transactions and will not be duplicated within the Service assignment latitude.

NUMBER OF CHARACTERS: Two

TYPE OF CODE: Alpha/Alpha or Alpha/Numeric.

EXPLANATION: Used to inform appropriate recipient(s) of the status of a requisition's or excess report's processing, or of the processing of related transactions.

RECORD POSITION(S): 65-66.

## REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
BA	Item being processed for release and shipment. The ESD is contained in rp 70-73 when provided in response to a follow-up.
BB	Item is back ordered against a due-in to stock. The ESD for release of materiel to the customer is contained in rp 70-73.
BC	Item on original requisition containing this document number has been back ordered. Long delay is anticipated and ESD is in rp 70-73. Item identified in the NSN field (or "remarks" field if NSN field cannot accommodate the item number), which is not an automatic/coordinate substitute, can be furnished. The price of the substitute item is in rp 74-80. If desired, submit a cancellation for the original requisition and submit a new requisition <sup>1</sup> for the offered substitute.
BD	Requisition is delayed due to need to verify requirements relative to authorized application, item identification, or technical data. Requisition for GFM is delayed pending validation by either contracting MCA or between source of supply and MCA. See rp 4-6 to determine the activity performing the validation. Upon completion of review, additional status will be provided to indicate action taken.
BE	Depot/storage activity has a record of the MRO but no supporting transaction/record of the action taken. (Depot/storage activity response to ICP request for MRO status for use with DI AE6 only.)
BF	No record of your document for which your DI AF_ followup or cancellation request was submitted. Also used by a supply source to indicate no record of a GFM requisition for which a DI AX2 transaction has been received.

(1) If received in response to a cancellation request, subsequently received requisitions (AO\_) or other documents (AM\_, AT\_) will be returned by the supply source with BF status. Deobligate funds and, if item is still required, submit requisition using new document number.<sup>2</sup>

(2) If received in response to a followup (AF\_) request, supply source action to process subsequently received documents (AO\_, AM\_, AT\_) will continue under regular MILSTRIP procedures.<sup>3</sup>

**(3) When used in response to DRMS generated DI AFX and AFZ followups, indicates that the shipping activity has no record of generating an AS3 transaction or of making a shipment to a DRMO under the document number in question and has not received a signed copy of the DTID.**

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<sup>1</sup>Submit a new requisition using a new document number with a current ordinal date.

<sup>2</sup>See Footnote 1.

<sup>3</sup>If requisitioning via submission of a new document number, submit a cancellation request prior to fund deobligation to ensure against a potential duplicate shipment.

<u>CODE</u>	<u>EXPLANATION</u>
	(4) MCAs/contractors/S/As in receipt of Status Code BF will review for establishment of a valid GFM requisition. If a valid requisition exists, a DI AT transaction will be generated. Subsequent receipt of a valid requisition will be processed by the MCA/SOS, under chapter 11 procedures.
BG	<p>One or more of the following fields have been changed:</p> <p>(1) Stock Number (as the result of a formal catalog change).</p> <p>(a) Requisitioned NSN has been replaced by or consolidated with NSN in stock number field.</p> <p>(b) NSN is assigned to part number that was requisitioned.</p> <p>(c) FSC has changed but NIIN remains the same as originally requisitioned. Review NSN (FSC and NIIN) to ensure that requisition under process is for desired item. If NSN is not for desired item, submit cancellation request to SOS.</p> <p>(d) FSC has changed but NIIN remains the same as expressed in original transaction. (Applies to MILSTRAP (reference (gg)) DZ9 status notifications only.)</p> <p>(2) Unit of Issue (as the result of a formal catalog change).</p> <p>(3) Requisitioned part number has been identified to/replaced by the part number reflected in the stock number field. Examine quantity and unit price resulting from the above changes and revise appropriate records accordingly. The supply source will provide additional status to indicate further action taken on this requisition.</p>
BH	Service coordinated/approved substituted/interchangeable item, identified in stock number field, will be supplied. Examine unit of issue, quantity, and unit price fields for possible changes. Revise appropriate records accordingly. Additional status will be provided.
BJ	Quantity changed to conform to unit pack or because of allowable direct delivery contract variance; adjust the due-in records accordingly. Unit of issue is not changed.
BK	Requisition data elements have been modified as requested. Examine data fields in this status document for current requisition data.
BL	NOA was forwarded to the CR or FF on date entered in rp 70-73.
BM	Your document was forwarded to the activity indicated in rp 67-69. Forward all future transactions for this document number to that activity. (Also applies to MILSTRAP (reference (gg)) DZ9 status notifications.)
BN	Requisition being processed as free issue. Signal and fund code fields corrected as noted. Adjust local fund obligation records.

<u>CODE</u>	<u>EXPLANATION</u>
BP	<b>Requisition has been deferred per customer instructions. The ESD is in rp 70-73.</b>
BQ	Canceled. Results from receipt of cancellation request from requisitioner, consignee, manager, or other authorized activity. Also applies to cancellations resulting from deletion of an activity from the DoDAAD. Deobligate funds, if applicable.
BR	Canceled. Requisitioning activity authorized cancellation in response to MOV request furnished by processing point.
BS	Canceled. Requisitioning activity failed to respond to MOV request from processing point.
BT	Requisition has been received and will be processed for attempted release and shipment from stock to meet your RDD. Further status will be provided based on asset availability at the time of release processing. (Applies to Subsistence only).
BU	Item being supplied against your FMS Case Designator reflected in rp 48-50 or your Grant Aid Program and RCN reflected in rp 46-50. This document represents a duplicate of the requisition prepared by the U.S. Service.
BV	Item procured and on contract for direct shipment to consignee. The contract shipping date is entered in rp 70-73. Cancellation, if requested, may result in billing for contract termination and/or transportation costs, if applicable.
BW	Your FMS/Grant Aid requisition containing this document number has been received by the ILCO and submitted to the supply system. A current ESD is not presently available but will be provided by subsequent status transactions. (May be used by ILCOs in acknowledging requisition receipt or in reply to followup when ESDs are not available.)
BX	Reserved for Air Force/DEPRA interface.
BY	Depot/storage has previously denied the MRO by DI A6_. (Depot/storage activity response to ICP request for MRO status, for use with DI AE6 only.)
BZ	Requisition is being processed for direct delivery procurement. Upon completion of necessary procurement action, additional status will be provided to indicate action taken. The ESD is in rp 70-73.
B1	Assets not currently available. Requisition will be retained by DRMS for 60 days from date of receipt awaiting possible arrival of assets. (DRMS use only.)
B2	Status of supply or procurement action precludes requested modification.
B3	The RAD contained in the original requisition is unrealistic. The date in rp 70-73 is the date when the materiel will be available.



<u>CODE</u>	<u>EXPLANATION</u>
B4	Canceled. Results from receipt of cancellation request from requisitioner, consignee, manager, or other authorized activity. Do not deobligate funds. Billing for materiel or contract termination charges will be made.
B5	The activity identified by the code in rp 4-6 is in receipt of your followup request. Action to determine current status and/or improve the ESD is being attempted. Further status will be furnished.
B6	The materiel applicable to the requisition requested for cancellation has been diverted to an alternate consignee.
B7	Unit price change. The latest unit price for the item identified by the stock or part number in rp 8-22 is reflected in rp 74-80.
B8	Quantity requested for cancellation or diversion was not accomplished.
B9	The activity identified by the code in rp 4-6 is in receipt of your cancellation request. Action to cancel the demand or to divert the applicable shipment is being attempted. Do not deobligate funds or delete due-in. Advice of final action will be furnished in subsequent status transactions.
CA	<p>Rejected.</p> <p>(1) Initial provision of this status will be by narrative message. The message will also state the reasons for rejection.</p> <p>(2) When provided in response to a followup, this status will be sent via AUTODIN and no reasons for rejection will be included. When received in response to a followup, authorized status recipients may request the reasons for rejection off- line (by mail, message, or telephone) if the initial narrative message containing the reasons for rejection cannot be located.</p>
CB	Rejected. Initial requisition requested rejection of that quantity not available for immediate release or not available by the SDD or RDD or within the RDP (for conventional ammunition). Quantity field indicates quantity not filled. <b>Also</b> used by a reporting activity to advise the ICP/IMM that a DI A4_ with distribution code 2 cannot be filled from reported materiel.
CC	Nonconsumable item. Your Service is not a registered user. Submit your requisition to your Service ICP for registration action.
CD	<p>Rejected. Unable to process because of errors in the quantity, date, and/or serial number fields.</p> <p>(1) If received in response to a requisition and the materiel is still required, submit a new requisition<sup>4</sup> with correct data field entries.</p> <p>(2) If received in response to a cancellation request and materiel is not required, submit a new cancellation request with a valid quantity entry.</p>

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<sup>4</sup>Submit a new requisition using a new document number with a current ordinal date.

<u>CODE</u>	<u>EXPLANATION</u>
CE	Rejected. Unit of issue in original requisition, which is reflected in rp 23-24 of this status document, does not agree with ICP unit of issue and cannot be converted. If still required, submit a new requisition <sup>5</sup> with correct unit of issue and quantity. SOS will enter the correct unit of issue in rp 79-80 of status transactions.
CG	Rejected. Unable to identify requested items. Submit a new requisition <sup>6</sup> and furnish correct NSN or part number. If correct NSN or part number is unknown, or if part number is correct, submit a new requisition <sup>7</sup> on DD Form 1348-6 furnishing as much data as is available. SF 344 may be submitted by authorized activities. (See appendix A.)
CH	Rejected. Requisition submitted to incorrect single manager/ technical service/distribution depot or MCA and correct source/MCA cannot be determined. Research for correct source/MCA and submit a new requisition. <sup>8</sup>
CJ	Rejected.  (1) Item coded (or being coded) "obsolete" or "inactivated." Item in stock number field, if different from item requisitioned, can be furnished as a substitute. Unit price of the substitute item is in rp 74-80.  (2) If offered substitute is desired, submit a new requisition <sup>9</sup> with substitute item stock number.  (3) If only original item is desired, submit a new requisition <sup>10</sup> for procurement on DD Form 1348-6. SF 344 may be submitted by authorized activities. (See appendix A.) Cite Advice Code 2B. Furnish technical data; for example, end item usage, component, make, model, series, serial number, drawing piece and/or part number, manual reference, or applicable publication.  (4) Rejected. DoD MILSTRAP (reference (cc)) DTA Asset Support Request submitted for obsolete/inactive NSN which cannot be supported. (Applies to reference (cc) DZG transaction rejects only.)
CK	Rejected. Unable to procure. No I&S item is available. Returned for supply by local issue of components, kit, or next higher assembly. Suggest

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<sup>5</sup>See Footnote 1 on page B16-3.

<sup>6</sup>See Footnote on page B16-3.

<sup>7</sup>See Footnote on page B16-3.

<sup>8</sup>See Footnote on page B16-3.

<sup>9</sup>See Footnote on page B16-3.

<sup>10</sup>See Footnote on page B16-3.

<u>CODE</u>	<u>EXPLANATION</u>
	fabrication or cannibalization. If not available, submit a new requisition <sup>11</sup> for components, kit, or next higher assembly.
CL	Rejected. Contractor's requisition or related transaction is to be processed initially by an MCA. Transaction entries indicate direct submission. Research for correct MCA and submit a new requisition. <sup>12</sup>
CM	Rejected. Item is not or is no longer free issue. Submit a new funded requisition <sup>13</sup> with signal code other than D or M.
CN	Nonconsumable item. Your Service does not receive requisition support on this item or your requirement is a nonrecurring demand which cannot be satisfied. Support will be provided upon submission of an MIPR by your Service ICP.
CP	Rejected. SOS is local manufacture, fabrication, or local procurement. If item cannot be manufactured or fabricated locally, or activity lacks procurement authority/capability, submit a new requisition <sup>14</sup> with Advice Code 2A.
CQ	Rejected. Item requested is command or Service regulated or controlled. Submit new requisition <sup>15</sup> through appropriate channels.
CR	Rejected. Invalid DI for a GFM transaction.
CS	Rejected. Quantity requisitioned is suspect of error or indicates excessive quantity. Partial quantity being supplied. Quantity field in this transaction reflects quantity rejected. If requirement still exists, submit a new requisition <sup>16</sup> for the required quantity using Advice Code 2L.
CT	Rejected. FMS requisition contains a "U" or "V" in rp 35 and the entry in rp 72 is incorrect or blank. Review records and resubmit with a new document number and a correct CLPSC in rp 72.
CU	Rejected. Unable to procure item requested. Item is no longer produced by any known source and attempts to obtain item have failed. Item in stock number field can be furnished as a substitute. Unit price of the substitute item

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<sup>11</sup>See Footnote on page B16-3.

<sup>12</sup>See Footnote on page B16-3.

<sup>13</sup>See Footnote on page B16-3.

<sup>14</sup>See Footnote on page B16-3.

<sup>15</sup>See Footnote on page B16-3.

<sup>16</sup>See Footnote on page B16-3.

CODE	EXPLANATION
	is in rp 74-80. (If offered substitute is desired, submit a new requisition <sup>17</sup> with substitute item stock number.)
CV	Rejected. Item prematurely requisitioned. The effective date for requisitioning is contained in rp 70-73.
CW	Rejected. Item not available or is a nonmailable item whose transportation costs are uneconomical. Local procurement is authorized for this requisition only. If item cannot be locally procured, submit a new requisition <sup>18</sup> using AdviceCode 2A.
CX	Rejected. Unable to identify the ship-to address as designated by the signal code or the signal code is invalid. If still required, submit a new requisition <sup>19</sup> with valid data entries.
CY	Rejected. Unable to procure item requested. Item is no longer produced by any known source and attempts to obtain item have failed. If requirement still exists, contact appropriate S/A technical organization for assistance or, if substitute item is known, requisition <sup>20</sup> that item.
CZ	Rejected. Subsistence item not available for resale. Reserved for troop issue only.
CI	For Subsistence Only. Rejected. Requested item is not available nationally. Do not requisition this item until advised by the activity identified in rp 4-6.
C2	Rejected. ILP funds are not available to process this requisition. (This code will be used between ILCO and requisitioners only.)
C3	Rejected. Applies to subsistence only. Vendor cannot make delivery during shipping period.
C4	Rejected. Applies to subsistence. Item is seasonal and not available for delivery during current shipping period.
C5	Rejected. Requisitioner, upon inspection of materiel located in the DRMO activity, rejected acceptance due to condition of materiel/unacceptable substitute and/or materiel incorrectly identified. This status code is generated by the DRMO and furnished to the appropriate status recipients.
C6	Rejected. Requisition is for commercial type item which is not authorized for supply under the FMS program. If unable to obtain desired item from

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<sup>17</sup>See Footnote on page B16-3.

<sup>18</sup>See Footnote on page B16-3.

<sup>19</sup>See Footnote on page B16-3.

<sup>20</sup>See Footnote on page B16-3.

<u>CODE</u>	<u>EXPLANATION</u>
	commercial sources, submit a new requisition <sup>21</sup> containing Advice Code 3B after obtaining approval from the U.S. Service implementing the case.
C7	Rejected. DI indicates this is a remarks/exception data document. Supply source has no record of receipt of remarks/ exception data. If still required, submit a new requisition. <sup>22</sup>
C8	Rejected. Vendor will not accept order for quantity less than the quantity indicated in rp 76-80. If requirement still exists, submit a new requisition <sup>23</sup> for a quantity that is not less than that reflected in rp 76-80.
C9	Rejected. Applies only to subsistence. Quantity in rp 25-29 canceled due to nonavailability during shipping period. If required in subsequent shipping period, submit a new requisition. <sup>24</sup>
DA	Rejected. SOS is direct ordering from the Federal Supply Schedule identified by number in rp 76-80 (rp 76-77 group, rp 78-79 part, rp 80 section). If activity lacks procurement authority, submit a new requisition <sup>25</sup> with Advice Code 2A.
DB	Rejected. No valid contract registered at MCA.
DC	Processing of your CLSSA termination/drawdown requisition (CLPSC: A, B, C, or D) has resulted in the quantity reflected in rp 25-29 being absorbed by the IMM/ICP. Credit action for this quantity is in process. Disposition on any remaining quantity will be communicated by separate status transaction.
DD	Processing of your CLSSA termination/drawdown requisition (CLPSC: C or D) has resulted in the quantity reflected in rp 25-29 not being absorbed by the IMM/ICP. This quantity will not be delivered. Disposition of materiel will be in accordance with appropriate Service/Agency regulations. Billing action for this quantity is in process. Status on any remaining quantity will be communicated by a separate transaction.
DE	Canceled. Although shipment status (DI AS3) was sent, no shipment was made. (For use in controlling shipments intransit to disposal only. May be used in response to DIs AFX and AFZ with Advice Code 37.)

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<sup>21</sup>See Footnote on page B16-3.

<sup>23</sup>See Footnote on page B16-3.

<sup>24</sup>See Footnote on page B16-3.

<sup>25</sup>See Footnote on page B16-3.

<u>CODE</u>	<u>EXPLANATION</u>
DF	Terminate intransit control processing. A signed receipt copy of the DTID is not available, but investigation indicates that property was removed from the storage area and cannot be located. Further research is being conducted within S/A channels. (For use in controlling shipments intransit to disposal only.)
DG	Shipment confirmed. The quantity in the DI AS3 transaction was the quantity shipped. A signed copy of the DTID acknowledging DRMO receipt of that quantity is on file. DRMS action required to resolve apparent discrepancy. (For use in controlling shipments intransit to disposal only. May be used only in response to DI AFX or AFZ with Advice Code 35 or 37.)
DH	Terminate intransit control processing. A signed copy of the DTID acknowledging receipt is on file. The quantity in the DTID is different from that in the original AS3. The quantity acknowledged in the DTID is included in the quantity field. Further research on the quantity discrepancy is being conducted within S/A channels. (For use in controlling shipments intransit to disposal only. May be used only in response to DI AFX or AFZ with Advice Code 35 or 37.)
DJ	Rejected. GFM quantity requisitioned partially exceeds the contract authorized quantity. <b>The quantity that exceeds the authorized quantity will not be supplied.</b> Quantity in this transaction has been adjusted to reflect the authorized quantity.
DK	Rejected. Your DI APR transaction requesting reinstatement was received over 60 days after generation of the DI AE_ transaction containing Status Code BS.
DL	Rejected. Your DI APR transaction requesting reinstatement has been received. There is no record of a DI AE_ transaction containing Status Code BS.
DM	Rejected. Your DI APR transaction requesting reinstatement has been received. The DI APR transaction requested reinstatement of a quantity larger than that which was canceled by the DI AE_ transaction containing Status Code BS. The quantity canceled is shown in rp 25-19.
DN	Rejected. A valid contract is recorded at the MCA; however, the requisitioned item, the requisitioner, or the DoDAAC in rp 45-50 is not authorized GFM under the contract.
DP	<b>Rejected. Unable to identify the ship-to and/or mail-to MAPAC to a valid address in the MAPAC to a valid address in the MAPAD. If still required, submit appropriate codes (s) and address (es) under the procedures of reference (c). Upon confirmation the code (s) and address (es) have been added to the MAPAD, resubmit the requisition.</b>
DQ	Rejected. GFM quantity requisitioned totally exceeds the contract authorized quantity. The total requisitioned quantity is rejected.

- DR Rejected. The MCA, for the contract indicated by the requisition, failed to respond or provide a valid response to an ICP GFM validation request.
- DS Requisition received for an item for which your Service is not a registered user. Issue action is being processed. Request action be taken to register your Service as a user using the procedures outlined in DoD 4100.39-M (reference (pp)).
- DY Rejected. Materiel shipped by non-traceable means or supplied by DVD from a contractor without an assigned DoDAAC or there is no record of the transaction for which the DI AFY followup was submitted. (Use on DI ASY.)
- D1 Canceled. Requisition was retained for 60 days. Requested asset did not become available. Quantity field indicates quantity not filled. (DRMS use only.)
- D2 Rejected. Item requested is Brand Name Resale and is in short supply.
- D3 Rejected. Activity did not respond to supply source request for additional information.
- D4 Canceled. Applies only to subsistence items. Quantity in rp 25-29 canceled. Your requisition quantity, together with all other requisitions received this cycle for the specified port or depot, does not meet the contractor's minimum order quantity.
- D5 Rejected. Item requested is Nuclear Reactor Plant materiel authorized for issue only to Nuclear Reactor Plant activities and support facilities. A similar item may be available under a different NSN. If unable to identify the non-nuclear NSN, submit a new requisition<sup>26</sup> providing complete technical data (such as: APL/AEL, end use equipment, CAGE, part number, piece number, nameplate) and remarks indicating "NON-NUCLEAR APPLICATION" in the remarks block.
- D6 Rejected. Manually prepared requisition contains unauthorized exception data.
- D7 Requisition modifier rejected because of errors in one or more data elements.
- D8 Rejected. Requisition is for controlled substance/item and requisitioner and/or ship to address is not an authorized recipient. Submit a new requisition<sup>27</sup> on a DD Form 1348-6 furnishing intended application and complete justification for the item.

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<sup>26</sup>See Footnote on page B16-3

<sup>27</sup>See Footnote on page B16-3

## EXCESS TRANSACTION STATUS CODES

The S series excess transaction status codes will be used on FTR documents to reject an excess transaction. If subsequent reporting is required for the items identified by the FTR documents containing S series status codes, a new excess report will be prepared with a new document number. The T series excess transaction status codes will be used with DIs FTB/FTD/FTQ/FTR/FT6/FTZ to provide informative/action status on an excess report and related documentation. When a DI FT6 is submitted to the reporting activity, it will contain the applicable status code cited in the DI FTR.

<u>CODE</u>	<u>EXPLANATION</u>
SA	Rejected. If appropriate, resubmit with exception information as required by instructions disseminated separately by applicable ICP/IMM. (Assign a new document number if a new excess report is submitted.) (Use on DI FTR.)
SB	Rejected. Report garbled and incomplete. Corrective action cannot be determined. Review entire contents, correct, and resubmit if appropriate. (Assign a new document number if a new excess report is submitted.) (Use on DI FTR.)
SC	Rejected. ICP/IMM of the reported item cannot be determined. Research records and, if applicable, resubmit citing correct stock number. (Assign a new document number if a new excess report is submitted.) If NSN is GSA managed, item is non-stocked; disposition is authorized under local directives. (Use on DI FTR.)
SD	Rejected. NSN not identifiable. Corrective action cannot be determined. Review, correct, and resubmit, if appropriate. (Assign a new document number if a new excess report is submitted.) (Use on DI FTR.)
SF	Rejected. Item not in authorized condition to be reported or condition code cannot be identified. Materiel should be screened for correct condition code and new FTE submitted; or, if not reportable, dispose of under current procedures. (Assign a new document number if a new excess report is submitted.) (Use on DI FTR.)
SG	Rejected. This transaction is a duplicate of a previously received report. Recipient must research excess records to determine if this transaction was previously rejected with an S series status/reject code. If so, resubmit a new excess report with a new document number. Otherwise, no action is required.
SH	Rejected. Unit of issue is incorrect and cannot be converted or corrected. (Assign a new document number if a new excess report is submitted.) (Use on DI FTR.)
SJ	Rejected. Signal code is incorrect. (Use on DI FTR.)
SK	Rejected. Signal code requires compatible fund code. (Assign a new document number if a new excess report is submitted.) (use on DI FTR.)
SL	<b>Deleted. [Text Deleted]</b>



<u>CODE</u>	<u>EXPLANATION</u>
SM	Rejected. Stock balance indicates disposal action is appropriate; however, item is in process of migrating and further action is deferred until date contained in rp 70-73. If still in excess position after that date, resubmit to appropriate IMM. (Assign a new document number if a new excess report is submitted.) (Use on DI FTR.)
SN	Rejected. Materiel reported not authorized for return. Disposition is authorized under current instructions. (Use on DI FTR.)
SP	Rejected. Item reported as excess has also been requisitioned by the reporting activity (rp 30-35), or has been requisitioned by another activity for shipment to the reporting activity (rp 45-50). A DI FTC has been generated by DEPRA to the ICP. (For use with DI FTR.)
SQ	Rejected. Reported NSN is master item number (i.e., all makes and models) used for reference purpose only. Review records and resubmit with new document number(s), citing appropriate NSN(s) for the specific item(s) being reported. (Use on DI FTR.)
TA	Creditable return. Credit will be granted for quantity indicated in rp 25-29. Ship materiel to activity in rp 54-56. (Use on DI FTR or FT6.)
TB	Noncreditable return. Return quantity indicated in rp 25-29 to activity indicated in rp 54-56. (Use on DI FTR or FT6.)
TC	Not returnable. Quantity reported has been determined by the IMM to be not economically feasible to return. Further processing must be under appropriate S/A regulations. (Use on DI FTR.)
TD	Not returnable.  (1) Special instructions for disposition are stated in the remarks field. In this case, the status document will be mailed. This code will not be used when other status codes have been established to convey applicable status.  (2) When due to security reasons, or space limitations, instructions will be furnished by separate media referring to pertinent document numbers. In this case, the remarks block will be left blank and TD status documents may be transmitted electrically. (Use on DI FTR.)
TE	Materiel required for lateral redistribution. DI A4_referral(s) will follow. (Use on DI FTR.)
TF	Materiel received. Status being investigated. (Use on DI FTR.)
TG	Materiel required for lateral redistribution. DI A4_referral(s) will follow, containing stock number and/or unit of issue as changed and as indicated in rp 8-22 and/or rp 23-24. Examine unit of issue and quantity fields for possible changes. (Use on DI FTR.)

<u>CODE</u>	<u>EXPLANATION</u>
TH	Credit will be granted for quantity indicated in rp 25-29. Stock number and/or unit of issue changed as designated in rp 8-22 and/or rp 23-24. The quantity field (rp 25-29) is adjusted as required. Examine unit of issue and quantity fields for possible changes. Ship materiel to activity in rp 54-56. (Use on DI FTR or FT6.)
TJ	Noncreditable return. Stock number and/or unit of issue changed as designated in rp 8-22 and/or rp 23-24. Examine unit of issue and quantity fields for possible changes. Return quantity indicated in rp 25-29 to activity indicated in rp 54-56. (Use on DI FTR or FT6.)
TK	Not returnable. Stock number and/or unit of issue changed as designated in rp 8-22 and/or rp 23-24. Quantity indicated in rp 25-29 is excess to authorized retention levels. Examine unit of issue and quantity fields for possible changes. Further processing must be under appropriate S/A regulations. (Use on DI FTR.)
TL	Materiel received. No credit allowed as item received was other than that authorized for return. (Use on DI FTZ.)
TM	Materiel received. No credit or reduced credit allowed as condition received was less than reported. Condition of materiel received is indicated in rp 71. (Use on DI FTZ.)
TN	Materiel received. Credit authorized for quantity in rp 25-29. (Use on DI FTZ.)
TP	Materiel not received within prescribed timeframe. Credit authorization is canceled. (Use on DI FTZ.)
TQ	Materiel received. Noncreditable return as indicated in reply to report of excess. (Use on DI FTZ.)
TR	Your DI FTE received and in process. Reply will be provided by date indicated in rp 70-73. (Use on DI FTD.)
TT	Materiel received and in process of inspection and classification. DI FTZ will be provided upon completion. (Reply to DI FTT.) (Use on DI FTR.)
TU	Materiel not received. (Reply to DIs FTT and FTP.) (Use on DIs FTR and FTB.)
TV	Materiel not received within prescribed timeframe. Noncreditable return authorization is canceled. (Use on DI FTZ.)
TW	Credit action in process. Financial transaction is forthcoming. (Reply to FTP.) (Use on DI FTB.)
TX	Financial transaction accomplished. Bill number of credit transaction appears in rp 76-80. (Reply to DI FTP.) (Use on DI FTB.)
TY	DI FTZ generated on document number cited indicated no credit authorized for return. (Reply to DI FTP.) (Use on DI FTB.)

<u>CODE</u>	<u>EXPLANATION</u>
TZ	Your Customer Excess Report has been changed by the DAAS facility identified in rp 4-6. Examine rp 8-22 for possible change in FSC/NSN/part number converted to an NSN if the original report of excess transaction was DI FTG. Also, examine rp 67-69 to determine if the transaction has been routed to another Activity.(Use on DI FTQ.)
T1	Materiel received. No credit allowed because the stock number was changed from a stock fund to an appropriation financed item. For intra-Service use only. (Use on DI FTZ.)
T3	DI FTM has been received. Materiel has not been received. Materiel should be shipped, tracer action initiated, or DI FTC submitted, as appropriate. (Use on DI FT6.)
T4	Materiel not returnable. Quantity indicated in rp 25-29 is excess IPE and must be reported to DIPEC (SE 4300) under DLAM 4215.1 et al. (reference (jj)).
T5	Deleted. (Use TZ.)
T6	DI FTE has been routed to the activity indicated in rp 67-69. Forward all future FT_ documents to that activity. (Use on DI FTR.)
T7	FSC has been changed by the ICP in rp 4-6. (Use on DI FTR.)
T9	Part number cannot be converted to an established NSN. Materiel reported is not authorized for return. Use current Service/Agency instructions for disposition of materiel. (Use on DI FTQ.)

## APPENDIX B20

### COUNTRY/ACTIVITY CODES

NUMBER OF CHARACTERS: Two.

TYPE OF CODE: Alpha-Alpha or Alphanumeric.

EXPLANATION: The country and activity codes listed in this appendix are used throughout the DoD to identify the country, international organization, or account which is (1) the recipient of materiel or services sold, leased, loaned, transferred, exchanged, or furnished under the FMS systems and (2) the recipient of materiel or services furnished under the MAP Grant Aid. Inclusion of a country or activity in this appendix does not, of itself, indicate that the country or activity is now or ever has been or will be a recipient of FMS or MAP Grant Aid.

RECORD POSITION(S): 31-32.

#### 1. Countries in alphabetical sequence:

<u>NAME</u>	<u>CODE</u>
Afghanistan	AF
Albania	AL
Algeria	AG
Andorra	AN
Angola	AO
Anguilla	AV
Antigua and Barbuda	AC
Argentina	AR
<b>Armenia</b>	<b>AM</b>
Australia	AT
Austria	AU
<b>Azerbaijan</b>	<b>AJ</b>
Bahamas	BF
Bahrain	BA
Bangladesh	BG
Barbados	BB
<b>Belarus</b>	<b>BO</b>
Belgium	BE
Belize	BH
Benin (formerly Dahomey)	DA
Bermuda	BD
Bhutan	BT
Bolivia	BL
Bolivia (International Narcotics Control)	D1
<b>Bosnia-Herzegovina</b>	<b>BK</b>

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<u>NAME</u>	<u>CODE</u>
Botswana	BC
Brazil	BR
British Indian Ocean	IO
British Virgin Islands	VI
Brunei	BX
Bulgaria	BU
Burkina Faso (formerly Upper Volta)	UV
Burundi	BY
Cambodia	CB
Cameroon	CM
Canada	CN
Cape Verde, Republic of	CV
Cayman Islands	CJ
Chad	CD
Chile	CI
China (People's Republic of)	CH
Colombia	CO
Colombia (International Narcotics Control)	D5
Comoros	CR
Congo (Brazzaville)	CF
Cook Islands	CW
Costa Rica	CS
Croatia	HR
Cuba	CU
Cyprus	CY
Czech Repub	EZ
Czechoslovakia	CZ
Denmark	DE
Djibouti	DJ
Dominica	DO
Dominican Republic	DR
Ecuador	EC
Ecuador (FMS cases financed w/FY 90 credit)	D6
Egypt	EG
El Salvador	ES
Equatorial Guinea	EK
Eritrea	ER
Estonia	EN
Ethiopia	ET
Faeroe Islands	FO
Falkland Islands	FA
Fiji	FJ
Finland	FI
France	FR
French Guiana	FG
French Polynesia	FP

<u>NAME</u>	<u>CODE</u>
Gabon	GB
Gambia	GA
<b>Georgia</b>	<b>GG</b>
Germany	GM
Germany (Bonn)	GY
Ghana	GH
Gibraltar	GI
Greece	GR
Greenland	GL
Grenada	GJ
Guadeloupe	GP
Guatemala	GT
Guinea	GV
Guinea-Bissau	PU
Guyana	GU
Haiti	HA
Honduras	HO
Hong Kong	HK
Hungary	HU
Iceland	IL
India	IN
Indochina	IC
Indonesia	ID
Iran	IR
Iraq	IQ
Ireland	EI
Israel	IS
Italy	IT
Ivory Coast	IV
Jamaica	JM
Japan	JA
Jordan	JO
<b>Kazakhstan</b>	<b>KZ</b>
Kenya	KE
Kiribati	KR
Korea (Seoul)	KS
Kuwait	KU
<b>Kyrgyzstan</b>	<b>KG</b>
Laos	LA
Latvia	LG
Lebanon	LE
Lesotho	LT
Liberia	LI
Libya	LY
Liechtenstein	LS
Lithuania	LH
Luxembourg	LX

<u>NAME</u>	<u>CODE</u>
Macau	MC
Madagascar	MA
Malawi	MI
Malaysia	MF
Maldives	MV
Mali	RM
Malta	MT
Martinique	MB
Mauritania	MR
Mauritius	MP
Mexico	MX
Micronesia	FM
Moldova	MD
Monaco	MN
Mongolia	MG
Montserrat	MH
Morocco	MO
Mozambique	MZ
Myanmar (formerly Burma)	BM
Nambia	WA
Nauru	NR
Nepal	NP
Netherlands	NE
Netherlands Antilles	NA
New Caledonia	NC
New Zealand	NZ
Nicaragua	NU
Niger	NK
Nigeria	NI
Niue	NQ
Norfolk Islands	NF
Norway	NO
Oman	MU
Pakistan	PK
Panama	PN
Papua-New Guinea	PP
Paraguay	PA
Peru	PE
Peru (International Narcotics Control)	D3
Philippines	PI
Pitcairn	PC
Poland	PL
Portugal	PT
Qatar	QA
Reunion	RE
Romania	RO
Russia	RS

<u>NAME</u>	<u>CODE</u>
Rwanda	RW
Saint Christopher Nevis	SC
Saint Helena	SH
Saint Lucia	ST
Saint Pierre and Miquelon	SB
Saint Vincent and Grenadines	VC
San Marino	SM
Sao Tome and Principe	TP
Saudi Arabia	SR
Saudi Arabian National Guard	SI
Senegal	SK
<b>Serbia</b>	<b>S2</b>
Seychelles	SE
Sierra Leone	SL
Singapore	SN
<b>Slovakia</b>	<b>LO</b>
<b>Slovenia</b>	<b>S3</b>
Solomon Islands	BP
Somalia	SO
South Africa	UA
Spain	SP
Sri Lanka (Ceylon)	CE
Sudan	SU
Suriname	NS
Swaziland	WZ
Sweden	SW
Switzerland	SZ
Syria	SY
Taiwan	TW
<b>Tajikistan</b>	<b>TI</b>
Tanzania	TZ
Thailand	TH
Togo	TO
Tokelau	TL
Tonga	TN
Trinidad-Tobago	TD
Tunisia	TU
Turkey	TK
<b>Turkmenistan</b>	<b>TX</b>
Turks and Caicos	TS
Tuvalu	TV
Uganda	UG
Ukraine	UP
United Arab Emirates	TC
United Kingdom	UK
<b>United Kingdom Polaris Project</b>	<b>UZ</b>
Uruguay	UY
<b>Uzbekistan</b>	<b>U2</b>



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<u>NAME</u>	<u>CODE</u>
Vanuatu	NH
Venezuela	VE
Vietnam	VS

Western Samoa	WS
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Yemen	YM
Yemen (Aden)	YS
Yemen (Sanaa)	YE

<u>NAME</u>	<u>CODE</u>
<del>Yugoslavia</del>	<del>YU (Deleted)</del>
Zaire (formerly Congo-Kinshasa)	CX
Zambia	ZA
Zimbabwe	ZI

## 2. Activities in alphabetical sequence:

<u>NAME</u>	<u>CODE</u>
Africa Region	R6
American Republic Region	R5
CAS International Civil Defense Organization (ICDO)	T8
Central African Republic	CT
Central Treaty Organization (CENTO) Headquarters	T3
DoD General Cost (GC)-Military Assistance Program (MAP)	00
East Asia and Pacific Region (EAP)	R4
Europe Region	R2
European Participating Group F16	EP
Expanded International Military Education and Training (IMET)	66
International Civil Aviation Organization (ICAO) Headquarters	T7
Latin American Anti-Narcotics Assistance	D9
MAP Inventory Control Point (ICP)-USALDJ	D4
MAP Owned Materiel (MAPOM)	M3
MAP Sales and Disposal (MAPSAD)	M2
NAMSA (North Atlantic Treaty Organization (NATO) Maintenance and Supply Agency)	N7
NAMSA-F104	K2
NAMSA-General	N4
NAMSA-NATO Nike Training Center (NNTC)	K6
NAMSA Weapons	M5
NATO	N2
NATO Airborne Early Warning and Control Component Command	K9
NATO Airborn Early Warning and Control Program Management Office (NAPMO)	N1

<u>NAME</u>	<u>CODE</u>
NATO Aircraft Early Warning and Control (AEW&C) (Operations and Support (O&S))	K7
NATO European Fighter Aircraft Developmental, Production, and Logistics Management Agency (NEFMA)	M1
NATO Ground Environmental Interface	K8
NATO-Hawk Production and Logistics Office (NHPLO)	M6
NATO Headquarters	N6
NATO Infrastructure	N5
NATO Integrated Communications Systems Management Agency (NIC SMA)	K4
NATO Missile Fire Installation (NAMFI)	N9
NATO Multi-Role Combat Aircraft (MRCA)	K3
NATO Mutual Weapons Development Program (MWDP)	N8
NATO NAMSA General, Other	M9
NATO NAMSA, Patriot	M8
NATO Seasparrow	N3
NATO Southern Region Signal/Communications NAMSA-COMMO	M7
NATO-Weapons Production Program (WPP)	K1
Near East and South Asia Region (NESA)	R3
Organization of African Unity	A3
Organization of American States (OAS) Headquarters	A1
Panama Canal Area Military Schools	11
Sinai Peacekeeping Force	S2
Southeast Asia Treaty Organization (SEATO) Headquarters	T4
Special Defense Acquisition Fund	D2
Supreme Allied Commander Atlantic (SACLANT)	K5
Supreme Headquarters, Allied Powers, Europe (SHAPE)	A2
United Nations	T9

3. Country/Activity codes in alphabetical/numerical sequence:

<u>CODE</u>	<u>NAME</u>
AC	Antigua and Barbuda
AF	Afghanistan
AG	Algeria
AJ	Azerbaijan
AL	Albania
AM	Armenia
AN	Andorra
AO	Angola
AR	Argentina
AT	Australia
AU	Austria
AV	Anguilla
AI	OAS HQ.
A2	SHAPE
A3	Organization of African Unity

<u>CODE</u>	<u>NAME</u>
BA	Bahrain
BB	Barbados
BC	Botswana
BD	Bermuda
BE	Belgium
BF	Bahamas
BG	Bangladesh
BH	Belize
BK	Bosnia-Herzegovina
BL	Bolivia
BM	Myanmar (formerly Burma)
BO	BELARUS
BP	Solomon Islands
BR	Brazil
BT	Bhutan
BU	Bulgaria
BX	Brunei
BY	Burundi
CB	Cambodia
CD	Chad
CE	Sri Lanka (Ceylon)
CF	Congo (Brazzaville)
CH	China (People's Republic of)
CI	Chile
CJ	Cayman Islands
CM	Cameroon
CN	Canada
CO	Colombia
CR	Comoros
CS	Costa Rica
CT	Central African Republic
CU	Cuba
CV	Cape Verde, Republic of
CW	Cook Islands
CX	Zaire (formerly Congo-Kinshasa)
CY	Cyprus
CZ	Czechoslovakia
DA	Benin (formerly Dahomey)
DE	Denmark
DJ	Djibouti
DO	Dominica
DR	Dominican Republic
D1	Bolivia (International Narcotics Control)
D2	Special Defense Acquisition Fund
D3	Peru (International Narcotics Control)
D4	MAP ICP-USALDJ
D5	Colombia (International Narcotics Control)
D6	Ecuador (FMS cases financed w/FY 90 credit)
D9	Latin American Anti-Narcotics Assistance

<u>CODE</u>	<u>NAME</u>
EC	Ecuador
EG	Egypt
EI	Ireland
EK	Equatorial Guinea
EN	Estonia
EP	European Participating Group F16
ES	El Salvador
ET	Ethiopia
EZ	<b>Czech Repub</b>
FA	Falkland Islands
FG	French Guiana
FI	Finland
FJ	Fiji
<b>FM</b>	<b>Micronesia</b>
FO	Faeroe Islands
FP	French Polynesia
FR	France
GA	Gambia
GB	Gabon
<b>GG</b>	<b>Georgia</b>
GH	Ghana
GI	Gibraltar
GJ	Grenada
GL	Greenland
GM	Germany
GP	Guadeloupe
GR	Greece
GT	Guatemala
GU	Guyana
GV	Guinea
GY	Germany (Bonn)
HA	Haiti
HK	Hong Kong
HO	Honduras
<b>HR</b>	<b>Croatia</b>
HU	Hungary
IC	Indochina
ID	Indonesia
IL	Iceland
IN	India
IO	British Indian Ocean
IQ	Iraq
IR	Iran
IS	Israel
IT	Italy

<u>CODE</u>	<u>NAME</u>
IV	Ivory Coast
JA	Japan
JM	Jamaica
JO	Jordan
KE	Kenya
KG	Kyrgyzstan
KR	Kiribati
KS	Korea (Seoul)
KU	Kuwait
KZ	Kazakhstan
K1	NATO-WPP
K2	NAMSA-F104
K3	NATO MRCA
K4	NICSMA
K5	SACLANT
K6	NAMSA-NNTC
K7	NATO AEW&C (O&S)
K8	NATO Ground Environmental Interface
K9	NATO Airborne Early Warning and Control Component Command
LA	Laos
LE	Lebanon
LG	Latvia
LH	Lithuania
LI	Liberia
LO	Slovakia
LS	Liechtenstein
LT	Lesotho
LX	Luxembourg
LY	Libya
MA	Madagascar
MB	Martinique
MC	Macau
MD	Moldova
MF	Malaysia
MG	Mongolia
MH	Montserrat
MI	Malawia
MN	Monaco
MO	Morocco
MP	Mauritius
MR	Mauritania
MT	Malta
MU	Oman
MV	Maldives
MX	Mexico
MZ	Mozambique
M1	NATO European Fighter Aircraft Developmental, Production, and Logistics Management Agency (NEFMA)
M2	MAPSAD

<u>CODE</u>	<u>NAME</u>
M3	MAPOM
M5	NAMSA Weapons
M6	NHPLO
M7	NATO Southern Region Signal/Communications NAMSA-COMMO
M8	NATO NAMSA, Patriot
M9	NATO NAMSA General, Other
NA	Netherlands Antilles
NC	New Caledonia
NE	Netherlands
NF	Norfolk Islands
NH	Vanuatu
NI	Nigeria
NK	Niger
NO	Norway
NP	Nepal
NQ	Niue
NR	Nauru
NS	Suriname
NU	Nicaragua
NZ	New Zealand
N1	NAPMO
N2	NATO
N3	NATO Seasparrow
N4	NAMSA-General
N5	NATO Infrastructure
N6	NATO HQ.
N7	NAMSA
N8	NATO MWDP
N9	NAMFI
PA	Paraguay
PC	Pitcairn
PE	Peru
PI	Philippines
PK	Pakistan
PL	Poland
PN	Panama
PP	Papua-New Guinea
PT	Portugal
PU	Guinea-Bissau
QA	Qatar
RE	Reunion
RM	Mali
RO	Romania
RS	Russia
RW	Rwanda
R2	Europe Region
R3	NESA

<u>CODE</u>	<u>NAME</u>
R4	EAP
R5	American Republic Region
R6	Africa Region
SB	Saint Pierre and Miquelon
SC	Saint Christopher Nevis
SE	Seychelles
SH	Saint Helena
SI	Saudi Arabian National Guard
SK	Senegal
SL	Sierra Leone
SM	San Marino
SN	Singapore
SO	Somalia
SP	Spain
SR	Saudi Arabia
ST	Saint Lucia
SU	Sudan
SW	Sweden
SY	Syria
SZ	Switzerland
S2	Sinai Peacekeeping Force
S3	Slovenia
TC	United Arab Emirates
TD	Trinidad-Tobago
TH	Thailand
TI	Tajikistan
TK	Turkey
TL	Tokelau
TN	Tonga
TO	Togo
TP	Sao Tome and Principe
TU	Tunisia
TS	Turks and Caicos
TV	Tuvalu
TW	Taiwan
TX	Turkmenistan
TZ	Tanzania
T3	CENTO HQ.
T4	SEATO HQ.
T7	ICAO HQ.
T8	CAS International Civil Defense Organization (ICDO)
T9	United Nations
UA	South Africa
UG	Uganda
UK	United Kingdom
UP	Ukraine
UV	Burkina Faso (formerly Upper Volta)
UY	Uruguay
UZ	United Kingdom Polaris Project

<u>CODE</u>	<u>NAME</u>
U2	Uzbekistan
VC	Saint Vincent and Grenadines
VE	Venezuela
VI	British Virgin Islands
VS	Vietnam
WA	Nambia
WI	Western Sahara
WS	Western Samoa
WZ	Swaziland
YE	Yemen (Sanaa)
YM	Yemen
YS	Yemen (Aden)
<del>YU</del>	<del>Yugoslavia (Deleted)</del>
ZA	Zambia
ZI	Zimbabwe
00	DoD GC-MAP
11	Panama Canal Area Military Schools
66	Expanded IMET



## APPENDIX C7

### SUPPLY SOURCE CANCELLATION REQUEST OR REPLY TO SUPPLY SOURCE CANCELLATION REQUEST (ISSUES FROM STOCK)

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier	1-3	DI AC6/AC7. Also used by storage in reply to cancellation request from the ICP (DI AG6).
Routing Identifier	4-6	<b>Code applicable to the activity to which the DI AC/7 is directed. When the DI is AG6, enter the RI of the supply source that created the DSI AC6/7.</b>
Media and Status	7	Code as shown in the MRO/LRO.
Stock or Part Number	8-22)	Data from original requisition.
Unit of Issue	23-24)	
Quantity	25-29	Quantity for which cancellation is requested. For ammunition cancellations only; items in FSG 13, quantities exceeding 99,999 will be expressed in thousands by placing an "M" in rp 29. Example: A quantity of 1,950,000 will be expressed as 1950M (1950 in rp 25-28 and an "M" in rp 29).
Document Number	30-43	Document number of the MRO/LRO for which cancellation action is requested.

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Suffix	44	Suffix shown in the MRO/LRO ; otherwise, leave blank. (For DI AG6, enter suffix from the DI AC6/AC7.)
New Consignee DoDAAC	45-50	DoDAAC to reflect the new consignee to which shipments are to be diverted. Otherwise, leave blank.
Signal	51)	
Fund	52-53)	Data as shown in the MRO/LRO.
Distribution	54-56	When used as an AE6 to provide status on the processing of an LRO, enter "2" in rp 54. Otherwise, enter data as shown in the requisition.
Project	57-59)	
Priority	60-61)	
Required Delivery	62-64)	Enter data as shown on the MRO/LRO or DD Form 1348-1.
Advice	65-66	Enter the code as shown on the MRO/LRO or DD Form 1348-1.
Routing Identifier	67-69	Enter the appropriate code to identify the activity preparing the document.
Blank	70-80	Leave blank.

## APPENDIX C9

### SUPPLY STATUS (ISSUES FROM STOCK)

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier	1-3	DI AE_.
Routing Identifier	4-6	Code of the supply source furnishing the supply status. If used as a DI AE6 transaction, will contain the RI of the supply source to which the document will be transmitted.
Media and Status	7	Code as shown in the original requisition.
Stock or Part Number	8-22	
Unit of Issue	23-24	Data from original requisition is applicable.
Quantity	25-29	<p>a. Enter quantity for which status is provided.</p> <p>b. For ammunition status only, items in FSG 13, quantities exceeding in thousands by placing an "M" in rp 29. Example: A quantity of 1,950,000 will be expressed as 1950M (1950 in rp 25-28 and an "M" in rp 29).</p>
Document Number	30-43	Document number as shown in the requisition.
Suffix	44	<p>a. Suffix applicable to quantity in rp 25-29 when the requisitioned quantity is divided into separate supply actions.</p> <p>b. When the requisition quantity is not divided, this field will be left blank.</p>

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Supplementary Address	45-50	
Signal	51	
Fund	52-53	Data from original requisition.
Distribution	54-56	When used as an AE6 to provide status on the processing of an LRO, enter "2" in rp 54. Otherwise, enter data as shown in the requisition.
Project	57-59	
Priority	60-61	
Transaction Date	62-64	The day that corresponds with the date of this reply.
Status	65-66	Status code to convey the information regarding the status of this transaction.
Routing Identifier	67-69	The "last known source" to which authorized followup action will be directed. If used as a DI AE6 transaction, will contain the RI of the activity preparing the document.
Established Shipping Date	70-73	When designated by the status code, enter the four position ordinal day by which it is estimated the materiel will be shipped.
Multiple Use <sup>1</sup> & <sup>2</sup>	74-80	

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<sup>1</sup>When used by storage in response to a query by the ICP (DI AE6), this data may be omitted at S/A option.

<sup>2</sup>DI AE9 documents generated by DAAS will always be blank in rp 74-80.

**FIELD LEGEND**

**RECORD  
POSITION(S)**

**ENTRY AND INSTRUCTIONS**

Unit Price	(74-80)	Unit price of the stock or part number shown in rp 8-22. When the status code in rp 65-66 relates to an erroneously routed requisition, this field will be left blank.
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OR

Blank	(74-75)	Leave blank.
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Minimum Order Quantity	(76-80)	For C Status, enter the minimum order quantity.
------------------------	---------	---

OR

Blank	(74-75)	Leave blank.
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Federal Supply Schedule Number	(76-80)	For DA Status, enter Federal Supply Schedule number constructed as follows: rp 76-77 Group (numeric) rp 78-79 Part (numeric) rp 80 Section (alphabetic).
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For DI AE6 Transactions with Status BY

	70-71	Blank.
	72	If status code (rp 65-66) is BY (previously denied MRO), enter appropriate denial management code.
	73	Blank.
Unit Price <sup>3</sup>	74-80	Unit price of the stock or part number shown in rp 8-22.

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<sup>3</sup>When used by storage in response to a query by the ICP (DI AE6), this data may be omitted at S/A option.

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FIELD LEGEND

RECORD  
POSITION(S)

ENTRY AND INSTRUCTIONS

For DI Code AE transactions with Status Code CE

79-80

For transactions containing  
rejection Status Code CE in rp  
65-66, supply source will enter the  
correct unit of issue in rp 79-80.

## APPENDIX C11

### MATERIEL RELEASE ORDER/LATERAL REDISTRIBUTION ORDER

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier	1-3	DI AS_/AF6.
Routing Identifier	4-6	Code indicating the source to which the MRO/LRO is directed.
Media and Status	7	Code as shown in the original requisition.
Stock or Part Number	8-22	Stock or part number of the item ordered for release. For subsistence items, enter type of pack in rp 21.
Unit of Issue	23-24	Self-explanatory.
Quantity	25-29	a. Enter quantity for which MRO/LRO is provided.  b. For ammunition MRO/followup only, items in FSG 13, quantities exceeding 99,999 will be expressed in thousands by placing an "M" in rp 29. Example: A quantity of 1,950,000 will be expressed as 1950M (1950 in rp 25-28 and an "M" in rp 29).
Document Number	30-43	Document number as shown in the requisition.
Suffix	44	a. Suffix applicable to quantity in rp 25-29 when the requisitioned quantity is divided into separate actions.  b. When the requisitioned quantity is not divided, this field will be left blank.
Supplementary Address	45-50	
Signal	51	Data from original requisition.
Fund	52-53	

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Distribution	54-56	When used as a followup to an LRO of retail assets, enter data as shown in the requisition/MRO
Project	57-59	Data from original requisition.
Priority	60-61	
Required Delivery	62-64	Date/Required Delivery
Period		
Advice	65-66	
Routing Identifier	67-69	Code applicable to the activity originating the MRO/LRO. When MRO/LRO format is used as a followup, enter the ICP RI if shipment status in reply is to be furnished to the supply source.
Ownership	70	Self-explanatory.
Supply Condition	71	Enter appropriate condition code (Text Deleted).
Management	72	Management code applicable to the transaction.
Intra-Service/Agency	73	For use under intra-S/A procedures. Leave blank for inter-S/A transactions.
Unit Price	74-80	Unit price applicable to the stock or part number shown in rp 8-22.



## APPENDIX C13

### MATERIEL RELEASE CONFIRMATION

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter DI ARA, ARB, AR0, AUA, AUB or AU0.
Routing Identifier	4-6	Enter RI of the supply source from which the MRO/cancellation request was received.
Media and Status	7	Enter code as shown in the MRO/cancellation request.
Stock or Part Number	8-22	Enter stock or part number of the item supplied.
Unit of Issue	23-24	Enter the unit of issue.
Quantity	25-29	For ammunition items only (FSG 13), enter an "M" in rp 29 to express in thousands any quantity exceeding 99,999. Example: A quantity of 1,950,000 will be expressed as 1950M (1950 in rp 25-28 and an "M" in rp 29).
Document Number	30-43	Enter document number as shown in the MRO/cancellation request.
Suffix	44	Enter code contained in rp 44 of the MRO. If no code is in rp 44 of the MRO/cancellation request, leave blank.
Supplementary Address	45-50	Enter coded address as shown in the MRO/cancellation request.
Hold	51	Shipment hold code, when applicable. Leave blank in response to followup when item has not been selected for shipment.
Fund	52-53	Enter code as shown in the MRO.

FIELD LEGEND

RECORD  
POSITION(S)

ENTRY AND INSTRUCTIONS

Port of Embarkation

54-56

a. For shipments moving to OCONUS destinations via the DTS (text deleted) GBL/CBL deliveries to POEs, or parcel post entering the DTS at a POE (other than the APO/FPO postal system), enter the POE or SEVAN CCP. See MILSTAMP (reference (p)) appendix B.

b. Leave blank for parcel post movement through an APO or FPO.

c. Enter the POE for FMS transactions moving via the DTS. If not moving via the DTS, leave blank.

d. Enter the POE for MAP Grant Aid transactions except parcel post.

e. CONUS shipments, leave blank.

Date Shipped

57-59

Date released/tendered to carrier.

Priority

60-61

Enter code as shown in the MRO/cancellation request.

TCN

62-76

Enter the shipment unit TCN as prescribed in MILSTAMP (reference (p))

Mode of Shipment

77

Enter code identifying the mode of shipment. (See MILSTAMP (reference (p)).) Leave blank in response to a followup when shipment has not occurred.

Date Available for  
Shipment

78-80

Enter the date available for shipment.

**FIELD LEGEND**

**RECORD  
POSITION(S)**

**ENTRY AND INSTRUCTIONS**

**For Local Issues From Disposal**

Disposal Turn-In  
Document

62-76

Enter the DTID number for materiel  
issued.

Mode of Shipment

77

Enter the code identifying the mode  
of shipment.

Routing Identifier

78-80

Enter the RI of the DRMO processing  
the local issue requisition and  
releasing the materiel.

## APPENDIX C17

### SHIPMENT STATUS

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter the code applicable to the shipment status (DI AS1-6, AS8, or ASY) or reply to cancellation request-shipment status (AU1-5, AU7, or AU8).
Routing Identifier	4-6	Enter the RI of the SOS which generated the LRO/MRO/cancellation request/DRO/DI FTR or the shipping activity if the shipment was not initiated by a SOS. (text deleted) If a disposal shipment was not initiated by a SOS DRO/DI FTR and the shipping activity has no RI, leave blank. If used as a DI AS6, indicate the RI of the ICP/IMM to which the transaction will be sent.
Media and Status	7	Use the code from the MRO/LRO/DRO or cancellation request.
Stock or Part Number	8-22	Enter the stock or part number of the item supplied.
Unit of Issue	23-24	Enter the unit of issue.
Quantity	25-29	<p>a. Enter the quantity shipped.</p> <p>b. For shipment status on ammunition items (FSG 13), enter an "M" in rp 29 to express in thousands any quantity exceeding 99,999. Example: A quantity of 1,950,000 will be expressed as 1950M (1950 in rp 25-28 and an "M" in rp 29).</p>
Document Number	30-43	Use the document number from the MRO/LRO/DRO or cancellation request.
Suffix	44	Use code from the MRO/LRO/DRO or cancellation request. If no code, leave blank.

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Supplementary Address	45-50	Use SUPADD from the MRO/DRO or cancellation request. The shipping activity will enter the DoDAAC or the predesignated DRMO for shipments to DRMOs. If used as a DI AS6, enter the activity to which the credit for the materiel and reimbursement for the PCH&T costs is to be provided.
Hold	51	If used as a DI AS6, enter Signal Code B. Otherwise, enter the shipment hold code, when applicable.
Fund	52-53	Enter the code as shown in the MRO/ cancellation request or DRO. If used as a DI AS6, enter the fund code to which the materiel and reimbursement for the PCH&T costs is to be provided.
Distribution	54-56	Enter the code as shown in the MRO/LRO cancellation request or DRO.
Release Date	57-59	Enter the date the materiel is released to the carrier.
Priority	60-61	Enter the code as shown in the MRO/LRO cancellation request.
TCN	62-76	Enter the shipment unit TCN as prescribed in MILSTAMP (reference (p))
Mode of Shipment	77	Enter the code identifying the mode of shipment. (See MILSTAMP (reference (p)).) Leave blank when transmitted by teletype in formatted messages. (AS3 through DAAS to DRMS.)
Port of Embarkation	78-80	<p>a. CONUS. Leave blank.</p> <p>b. OCONUS.</p> <p>(1) For shipments moving to OCONUS designations through the DTS (text deleted) GBL/CBL, parcel post (except APO/FPO); and small package carrier shipments entering the DTS at the POE, enter the POE or SEAVAN CCP. See appendix F, reference (p).</p> <p>(2) Leave blank for parcel post movement through an APO or FPO.</p>

FIELD LEGEND

RECORD  
POSITION(S)

ENTRY AND INSTRUCTIONS

(3) Enter the POE for FMS or Grant Aid transactions moving through the DTS; otherwise, leave blank.

ENTRIES REQUIRED FOR DoDAAC INFORMATION--DI ASY TRANSACTIONS

FIELD LEGEND

RECORD  
POSITION(S)

ENTRY AND INSTRUCTIONS

Blank

57-64

Leave blank.

Status Code

65-66

Enter Status Code DY if the DI AFY followup transaction is being rejected; otherwise, leave blank.

Blank

67-74

Leave blank.

FIELD LEGEND

RECORD  
POSITION(S)

ENTRY AND INSTRUCTIONS

DoDAAC of Initial  
Transportation  
Activity

75-80

Enter the DoDAAC of the initial (origin) transportation shipping activity. If the DI AFY followup transaction is being rejected with Status Code DY, leave blank.

ENTRIES REQUIRED FOR SHIPMENTS TO DISPOSAL

FIELD LEGEND

RECORD  
POSITION(S)

ENTRY AND INSTRUCTIONS

Unit Price

62-68

Enter the unit price of the item identified in rp 8-22. Enter an estimated unit price if pricing information is not available. If the value for a part-numbered item exceeds the seven-position unit price field, enter the price manually on the DI AS3 shipment status transaction and forward off-line to the DRMS for manual processing.

Blank

69-76

Leave blank.

## APPENDIX C21

### REFERRAL ORDER/LATERAL REDISTRIBUTION ORDER FOR RETAIL ASSETS

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier	1-3	DI A4_
Routing Identifier	4-6	Code of the supply source to which the <b>(text deleted)</b> transaction is being sent.
Media and Status	7	Code as shown in the original requisition.
Stock or Part Number	8-22	<p>a. When no change or substitution is made, enter the stock or part number shown in the requisition.</p> <p>b. When change or substitution is made, enter the corrected or substituted stock or part number.</p>
Unit of Issue	23-24	Self-explanatory.
Quantity	25-29	<p>a. Enter quantity of the <b>(text deleted)</b> transaction.</p> <p>b. For ammunition <b>(text deleted)</b>, items in FSG 13, quantities exceeding 99,999 will be expressed in thousands by placing an "M" in rp 29. Example: A quantity of 1,950,000 will be expressed as 1950M (1950 in rp 25-28 and an "M" in rp 29).</p>
Document Number	30-43	Document number as shown in the requisition.
Suffix	44	<p>a. Suffix applicable to quantity in rp 25-29 when the requisitioned quantity is divided into separate actions.</p> <p>b. When the requisitioned quantity is not divided, this field will be left blank.</p>
Supplementary Address	45-50	Enter data from the original requisition.
Signal	51	Enter data from the original requisition.
Fund	52-53	Enter data from the original requisition.

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Distribution	54-56	When used to effect lateral redistribution of retail assets, enter "2" in rp 54. Otherwise, enter data from the original requisition
Project	57-59	Enter data from the original requisition.
Priority	60-61	Enter data from the original requisition.
Required Delivery Date/Required Delivery Period	62-64	Enter data from the original requisition.
Advice	65-66	Enter data from the original requisition.
Date of Receipt of Demand	67-69	Date of receipt of the demand document as recorded in that document by the initial recipient in the supply distribution system. NOTE: Referral orders generated as a result of backorder releases and submitted to the SMCA will contain code 888 in rp 67-69.
Management Data	70-73	Management data, as authorized.
Routing Identifier	74-76	Code applicable to the activity (text deleted) generating the transaction.
Management Data	77-80	Management data, as authorized.



## APPENDIX C30

### CUSTOMER EXCESS REPORT (MATERIEL RETURNS PROGRAM)

MANUAL RECORD		ENTRY AND INSTRUCTIONS
FIELD LEGEND	BLOCK NO. POSITION(S)	
Send To	A Not <u>Applicable</u>	The appropriate in-the-clear name and address corresponding to the RI may be entered.
Report Is From	B Not <u>Applicable</u>	The appropriate in-the-clear name and address of the reporting activity may be entered.
Document Identifier	1-3	DI FTE or DI FTG.
Routing Identifier	4-6	RI code of the ICP/IMM to which the document is directed. For GSA, the RI will always be GGO.
Media and Status	7	Enter M&S code.
Stock Number or Part Number	8-22	Enter NSN (DI FTE) or part number (DI FTG). For subsistence items only, rp 21 will be type of pack and rp 22 will be the last digit of the calendar year the item, has packed.
Unit of Issue	23-24	Self-explanatory.
Quantity	25-29	a. Enter excess quantity.  b. For ammunition excess report, items in FSG 13, quantities exceeding 99,999 will be expressed in thousands by placing an "M" in rp 29. Example: a quantity of 1,950,000 will be expressed as 1950M (1950 in rp 25-28 and an "M" in rp 29).

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<u>FIELD LEGEND</u>	<u>MANUAL BLOCK NO.</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Number		30-43	Self-explanatory.
Blank		44	Leave blank.
Supplementary Address		45-50	When applicable, enter the AAC of the credit to and/or ship from activity. Field may be left blank when code entry is not applicable, When code entry is not significant to the ICP, a Y will be entered in rp 45.
Signal		51	Self-explanatory.
Fund		52-53	Self-explanatory.
Blank		54-56	Leave blank.
Project		57-59	When applicable, enter code using Service instructions; otherwise, leave blank.
Blank		60-64	Leave blank.
Advice		65-66	Enter 3T to indicate to the ICP/IMM that the document has been edited by DAAS. When code is not required, leave blank.
Routing Identifier		67-69	RI of the activity preparing the document, if assigned; otherwise, leave blank.
Blank or Intra-Air Force Use		70	Blank or Intra-Air Force use to display Asset Position Code.
Supply Condition		71	Self-explanatory.
Blank		72-80	Leave blank.
Remarks Field	L-V	Not applicable	This field will be used to convey any additionally required information not provided for in the report format.

## APPENDIX C45

### MATERIEL RELEASE DOCUMENT, DD FORM 1348-1

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier	1-3	Perpetuate from the original requisition or source document, unless otherwise indicated. For DRMS directed shipments from DRMOs, use DI A5_. Requisitions for local issue from the DRMO will contain DI A0_.
Routing Identifier (From)	4-6	RI of the shipping activity. RI of the shipping DRMO on DRMS directed shipments from DRMOs and on requisitions for local issue from a DRMO.
Media and Status	7	Code assigned to requisition/source document.
Stock or Part Number	8-22	NSN or part number being released.
Unit of Issue	23-24	Unit of issue of the NSN/part number being released.
Quantity	25-29	Quantity being released.
Document Number	30-43	Document number of requisition.
Suffix	44	Blank if the document represents release of the total quantity requisitioned. Appropriate suffix code assigned to indicate partial quantity release.
Supplementary Address	45-50	Perpetuate from the original requisition or source document.
Signal	51	On issues from supply system stock and on DRMS directed shipments, perpetuate from source document. Self-explanatory on requisitions for local issue from disposal.

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<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Fund Code	52-53	
Distribution	54-56	
Project	57-59	
Priority	60-61	Perpetuate from the original requisition or source document.
Required Delivery Date/Required Delivery Period	62-64	
Advice	65-66	
Routing Identifier	67-69	Perpetuate from the original requisition or source document. (R/ identifying activity directing release of materiel.) Blank on local issue from disposal.
Multiuse	70-73	Perpetuate from the original requisition or source document. Leave blank on requisitions for local issue from disposal.
Unit Price	74-80	Unit price of item being released.

**MANDATORY DATA ENTRY BLOCKS FOR DD FORM 1348-1  
(TO ACCOMMODATE VARIOUS DISTRIBUTION SYSTEMS AND EQUIPMENT)**

<u>BLOCK(S)</u>	<u>ENTRIES</u>
N	Enter applicable controlled inventory item code which describes the security/pilferage classification of the shipment from DoD 4100.39-M (reference (pp)), volume 10, chapter 4, table 61.
R	Enter "SL" (for shelf-life) followed by applicable shelf-life code from DoD 4140.27-M (reference (KK)), volume 10, chapter 4, table 50.

**OPTIONAL DATA ENTRY BLOCKS FOR DD FORM 1348-1  
(TO ACCOMMODATE VARIOUS DISTRIBUTION SYSTEMS AND EQUIPMENT)**

<u>BLOCK(S)</u>	<u>ENTRIES</u>
A	The shipping point identified by name and/or code.
B	The consignee by account number or name and address.
C	Repeat of data entered in the SUPADD field (rp 45-50).
D	The project name and/or code, if any.
E	The extended value of the transaction (mandatory for FMS transactions).
F	The location from which materiel is to be selected.
G	Coded cargo data.
H	The number of issue units in a package.
I	The unit weight applicable to the unit of issue.
J	The unit cube applicable to the unit of issue.
K	Uniform Freight Classification.
L	National Motor Freight Classification.
M	Percentage of first class.
O	Date of document preparation.
P	Supply condition code.
Q	For Service use.
S	For internal use.
T	Stock or part number of item originally requested, if other than item release.

<u>BLOCK(S)</u>	<u>ENTRIES</u>
U	Freight classification nomenclature.
V	For internal use on issues from supply system stock. Enter the DTID number on DRMS directed shipments from disposal. Requisitioner enters DTID number on requisitions for local issue from disposal.
W	For internal use on issues from supply system stock. DRMO enters ERN, where applicable, on DRMS directed shipments from disposal. Requisitioner enters ERN, where applicable, on requisitions for local issue from disposal.
X	Item nomenclature.
Y	For internal use.
1 thru 4	For shipper and receiver use.
5	<p>Block 5 of DD Form 1348-1 will reflect the shipping container number and the total number of containers in shipment. The shipping container number(s) will indicate the specific container(s) in which the item reflected on a DD Form 1348-1 is packed.</p> <p>EXAMPLE: 7/12; container number 7 of 12 container shipment. When an item is shipped in more than one container of a shipment, the container numbers and number of containers will be entered in block 5 as: 3, 5, 7/12; container numbers 3, 5, and 17 of a 12 container shipment.</p>
6 thru 10	Shipper and receiver use.
AA thru GG	Provided for any special notes or instructions deemed appropriate.
11-15	Self-explanatory.

## APPENDIX C45A

### MATERIEL RELEASE DOCUMENT, DD FORM 1348-1A

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier	1-3	Perpetuate from requisition or source document unless otherwise indicated.
Routing Identifier (From)	4-6	Enter the RI code of the shipping activity.
Media and Status	7	Enter the M&S code assigned to the requisition/ source document.
Stock or Part Number	8-22	Indicate the NSN or part number being released. See Block 25.
Unit of Issue	23-24	Indicate the U/I of the NSN/part number being released.
Quantity	25-29	Indicate the quantity being released. See Block 26.
Document Number	30-43	Enter the document number of requisition. See Block 24.
Suffix Code	44	Leave blank if the document represents release of the total quantity requisitioned. Indicate the appropriate suffix code assigned to indicate a partial quantity release. See Block 24.
Supplementary Address	45-50	Perpetuate from the original requisition or source document. See Block 26.
Signal	51	Perpetuate from the original requisition or source document.
Fund	52-53	Perpetuate from the original requisition or source document.
Distribution	54-56	Perpetuate from the original requisition or source document.
Project	57-59	Perpetuate from the original requisition or source document.
Priority	60-61	Perpetuate from the original requisition or source document.

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Required Delivery Date	62-64	Perpetuate from the original requisition or source document.
Advice	65-66	Perpetuate from the original requisition or source document.
Routing Identifier	67-69	Perpetuate from the original requisition or source document.
Management	70-73	Perpetuate from the original requisition or source document.
Unit Price	74-80	Indicate the unit price of item being released. See Block 26.

BLOCK(S)    ENTRIES

- 1            Total price.
- 2            DoDAAC of shipping activity/DRMO. If reduced print is used, in-the-clear address may be entered in addition to the DoDAAC.
- 3            DoDAAC of the activity to receive the shipment, if applicable. If reduced print is used, in-the-clear address may be entered in addition to the DoDAAC.
- 4            DoDAAC of the MARK FOR recipient, if applicable. If reduced print is used, in-the-clear address may be entered in addition to the DoDAAC.
- 5            Document preparation date (enter numerical day of year).
- 6            National Motor Freight Classification Commodity Number.
- 7            Freight rate for the shipment.
- 8            Type of cargo code (see DoD MILSTAMP, DoD 4500.32-R, Vol. 1).
- 9            Enter applicable controlled inventory item code which describes the security/pilferage classification of the shipment from DoD 4100.39-M (reference (pp)), volume 10, chapter 4." (Mandatory Entry)
- 10           Actual quantity received.
- 11           Unit pack of item shipped.
- 12           Unit weight of item shipped.
- 13           Unit cube of item shipped.
- 14           Uniform Freight Classification (UFC) Commodity Number.
- 15           Shelf life of item shipped. (Mandatory Entry)



**BLOCK(S)**    **ENTRIES**

- 16            Freight classification nomenclature.
- 17            Item nomenclature.
- 18            Type of container used for the shipment.
- 19            Number of containers that make up the shipment.
- 20            Total weight of all containers that make up the shipment.
- 21            Total cube of all containers that make up the shipment.
- 22            Received by, signature of receiver, or call sign/code of individual authorized access to the automated file.
- 23            Date received, date shipment was received.
- 24            Document Number - The document number assigned to the requisition.<sup>1</sup>

Suffix Code - Blank if the document represents release of the total quantity requisitioned. If partial shipment, the appropriate suffix code assigned to indicate partial quantity released.

- 25            National Stock Number - Enter the stock number or part number being released.
- ADD - for subsistence items, enter the type of pack code in position 21.<sup>2</sup>

**FOR OTHER THAN FMS SHIPMENTS**

**BLOCK(S)**    **ENTRIES**

- 26            Routing Identifier - The RI code of the shipping activity.
- Unit of Issue - The unit of issue of the stock or part number being released.
- Quantity - The quantity being released.
- Condition Code - The supply condition code of materiel being released.
- DIST - Perpetuate from record positions 55 and 56.
- Unit Price - The unit price for the NSN/part number being released.<sup>3</sup>

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<sup>1</sup>Data will be prepared in two configurations; (1) three of nine bar code and (2) in-the-clear. When prepared manually, bar code will not be included

<sup>2</sup>See Note 1, above.

<sup>3</sup>See Note 1, page C45A-3

FOR FMS SHIPMENTSBLOCK(S)      ENTRIES

- 26      Unit of Issue - two positions - the unit of issue of the stock or part number being released.
- Quantity - five positions - the quantity being released.
- Condition - one position - the supply condition code of materiel being released.
- Unit Price - seven positions - the unit price for the NSN/Part number being released.
- Supplementary Address - the first position and last three positions of the supplementary address.
- 27      This block may contain additional data including bar coding for internal use. Data entered in this block is as required by shipping activity by commodity. When data is entered in this block, it will be clearly identified.